



## SOUTHERN MANATEE FIRE RESCUE DISTRICT

### Interoffice Memorandum

**TO:** The Southern Manatee Board of Fire Commissioners  
**FROM:** Adam Chevalier, Logistics Captain  
**RE:** **Logistics' Report (November & December)**  
**DATE:** December 15, 2022

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- Updated ProKee personnel & vehicle names in Fuelmaster.
- Picked up FF Woods from Cox Chevrolet, B/C vehicle dropped off for "deactivation of emergency shut-down".
- Dropped off metal storage cabinet @ St 2 for HazMat use.
- Dropped off (22) bottles of hand sanitizer to Sozo Missions.
- Ordered (2) Gas grill washable pads for St 2 & submitted credit card form.
- Confirmed order for mask & SCBA identifiers.
- Ordered (10) SEEK Fire Pro X Thermal Imagers.
- Worked on Cascade operating instructions.
- Approved one repair for Asher's bunker coat (Globe).
- Pension Meeting 0900 & disability hearing @ 0945.
- Delivered 5 drawer filing cabinet to St 2 for Lt's office.
- Met w/ Chief Blanco & Perry to discuss future assumption of Fleet Maintenance Project & assuming uniform project now.
- Confirmed Solo Rescue Decon Washer will be delivered to St 1 tomorrow between 12-3pm.
- Received (2) RIT Set-ups from the MSA G1 order.
- Issued replacement bunker boots to FF's Lucas & Reisdorf.
- Received invoice from Sutter Roofing for St 5's roof repair and submitted for payment. Repairs were completed on 10/28.
- Assumed Uniform Project, emailed personnel.
- Picked up (2) 50' sections of 5", delivered (1) section to St 2 for E-321's hose bed and (1) placed in storage @ St 3.
- Solo Rescue Decon Washer delivered to St 1
- Exchanged FF Lucas' bunker boots @ Ten-8 from 10.5M to 11M. Updated inventory.
- Uploaded operational video link for St 1's cascade unit onto PSTRAX.
- Received & signed Disability Pension Order for Dwayne McKeaver.

- Received all uniform project information from Lt. D'Agostino.
- Placed order for never seize from Mark Morris.
- Randy Mask Plumbing to adjust Solo Rescue Decon Washer to reflect a single payment which will be paid after installation.
- Completed charging remaining (49) G1 MSA batteries.
- Received Lt Tumolo's replacement extrication gear, inventoried and delivered to St 2.
- Labeled cascade & compressor components @ St 1.
- Completed cascade & compressor operating instructions.
- Requested Larry to purchase window shades for (3) windows at St. 3.
- Old Harris, Tait & MA/COM VHF radios & accessories were placed on Gov Deals and auction ends 11/21 @ 3pm.
- Confirmed w/ Dalmation Fire that they will repair our 10-7 SCOTT SCBA's & bottles for little to no cost.
- Received invoice for Lt. Tumolo's extrication gear & submitted payment. Gear given to Sq-328 to deliver.
- Completed bunker gear annual service comparison pricing between Gear Wash & PPE Services.
- Received (2) washable gas grill mats for St 2, placed in distribution for B/C rounds.
- Issued (3) XXL t-shirts for FF Baserva, placed in distribution for B/C rounds.
- Contacted Knight Corporation to obtain servicing information for our extractors' soap dispensing units.
- Updated bunker gear inventory.
- Met w/ B/C Perry (11/14) to discuss Fleet Maintenance Project for future acquisition, 1500-1700hrs.
- Ordered (10) black biothane belts. Submitted PR.
- Submitted PR for (10) SEEK Fire Pro X TIC's w/ (10) lanyards.
- Updated PSTRAX to show Blowhard battery operated fan on L-339.
- Issued uniform items for Admin & line personnel.
- Picked-up (3) 3'x5' SMFR logo & (1) waterhog rugs from Clean Step. Submitted invoice for payment.
- Delivered (1) 3'x5' waterhog rug to St 2.
- Picked-up (3) wooden pallets & a roll of U-line for shipping SCOTT SCBA & bottles to Dalmatian Fire.
- All (4) extractors were serviced by Laundry Pros, applicable PSTRAX alerts closed.
- Purchased & installed brass faucet adapter for St 3's extractor. CC from submitted.
- Ordered (2) Seko OPL soap dispensing systems to replace old ones @ St.'s 1 & 3 for their extractors. Submitted PR.
- Generated PSTRAX alerts for St. 1 & 3's 10-7 extractors' soap dispensers.
- Instructions for manual soap application into extractors placed @ St. 1 & 3.
- Emailed Eric Ribbens another FedEx bill for MSA shipment regarding lift gate charge.
- Received revised cascade operation instructions from Channel Innovations.
- Met w/ Sam Schmidt to review new brand of Class "C" shirts, 5.11 pants and formal dress uniforms.

- Confirmed Solo Rescue Decon Washer installation date for December 5 0900.
- Participated in morning Employee Meetings, 11/21-11/23.
- Received (2) MSA RIT bags from MSA G1 order.
- Received (56) SCBA & (100) Mask identifiers from AWOOG.
- Confirmed MES helmet order (1) red, (3) white & (4) black.
- Received (26) U-Brackets for the MSA G1 SCBA order.
- Received (10) SEEK Fire Pro X TICS & (10) retractable lanyards. Submitted for payment.
- Scheduled annual hose & ladder testing May 8-12, 2023.
- Submitted PR for (100) mask & (56) SCBA identifier stickers.
- Provided Larry with Station requests/needs.
- Submitted updated PR's for St 1 & 3's extractor PM's, parts, and labor charges.
- Ordered keys for St 1 & 3's extractors.
- Approved sale of T-2 & Tait radios.
- Filled (6) gallon jugs and distributed (1) to each station & Admin.
- Received MSA G1 SCBA & Solo Rescue Decon Washer invoice, submitted PR for payment.
- Placed laminated cascade/compressor operational guide in St 1's cascade room. The guide was also uploaded onto PSTRAX.
- Spoke w/ Josh (MSA/Globe) about lead times & pricing for Globe bunker gear.
- Obtained tree disposal information for St's 1 & 3 from Hurricane Ian, FEMA request.
- Registered for online BLS class for CPR Instructor, CC form submitted.
- Issued uniform items to line personnel. (Baserva 18 1/2 Class C, McGinley & Walker - ball caps, Young 36W dickies)
- Picked-up (2) 5.11 polo shirts for B/C Perry & dropped (1) 36W dickies for Young to be hemmed 33".
- Scheduled E-21 (351) for a PM and PSTRAX repairs.
- Purchased (10) 1gl containers of ATF for apparatus, delivered (2) to St 1 and remaining (8) to Larry's shop. CC form submitted.
- Purchased/submitted CC form for (2) extractor keys.
- Received (24) G1 MSA masks.
- Participated in Directive Committee Meeting.
- Revised Directives #233 & #243.
- Ordered/Submitted PR for E-13's replacement R-Tool
- Scheduled E-14 (312) to have transmission code cleared @ Ten-8.
- Emailed Bud PSTRAX alerts for E-21 (351).
- Dropped off shirts at S&R Uniforms for Paramedic patches to added (Haft-Class B & C shirts/Evans-Class C).
- Issued FF Walker XI safety vest.
- Addressed St 2's, L-339's & E-312's PSTRAX alerts.
- Received never seize from Jerry Brower and delivered to St 2.
- Completed online course for CPR Instructor.
- Tait radios & accessories sold on Gov Deals were picked up today by Michael Dunois to be shipped to buyer Brian Foley.

- Received asset numbers for MSA G1 SCBA harnesses.
- Emailed fuel November's fuel report.
- Scheduled T-2 to be picked up tomorrow by buyer's transport service, notified B/C's office.
- Scheduled C-17 for electric brake controller installed Tuesday 12/6 @ 0900 A&A Trailer and Hitch.
- Weekly reports completed.



## SOUTHERN MANATEE FIRE RESCUE DISTRICT

### Interoffice Memorandum

**TO:** The Southern Manatee Board of Fire Commissioners  
**FROM:** Adam Chevalier, Logistics Captain  
**RE:** **Logistics' Report (December 7 January)**  
**DATE:** January 19, 2023

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- Approved new fuel pump to be installed on L-339 (warranty item) at Sunstate and should be done next Tuesday.
- Updated bunker gear inventory.
- Updated apparatus engine hours.
- Returned C-17 to St 3.
- Exchanged 12.5M for 12.5W (Gibson) @ Ten-8.
- Purchased/picked-up 2.5 to 5in Storz adapter from Ten-8 and delivered to St 3 for L-339.
- Rayco replaced St 1's photo-eye sensor for flagpole light.
- Delivered (5) pair of pants to MiMi's sewing for hemming.
- Arranged for E-351 to have transmission service light cleared by Ten-8.
- Mailed Title for T-2 (2007 GMC 2500HD) to Autoland Outlets via UPS.
- Arranged for E-351 to be scanned at Sunstate to have Turbo Speed Sensor ordered.
- My truck received front brake pads, rotors, brake fluid change, air filter & new battery from Kaufmans, submitted CC form.
- Brought C-17 to A&A Trailer and Hitch to have electronic brake controller installed, submitted CC form.
- Picked-up new 3/8 rubber hose & gauge for SQ-328's air bag regulator, submitted CC form.
- Received (3) white, (4) black & (1) red helmet from MES & submitted PO for payment.
- Submitted PO payment for MSA lithium-ion battery bank charger.
- Submitted Randy Mask invoice for Solo Rescue Decon Washer rough-in and installation.
- Emailed Chief Thayer SEEK Fire Pro X TIC's training information & the (10) TIC's for implementation on all first-out & spare apparatus.
- Scheduled St 1's flagpole light photo-eye sensor to be serviced tomorrow 12/7 0800.
- Added comments to Directive #414 for revision.
- Emailed Larry station requests/needs.

- Solo Rescue Decon Washer installed, laminated operational manual placed on top of washer for personnel's reference.
- Arranged for L-339 to be serviced at Sunstate to repair/replace turbo.
- Issued Lt Morgan medium 15-15 1/2 Class C shirt, placed Large 16-16 1/2 back into inventory.
- Scheduled virtual training for Solo Rescue Decon Washer 12/12/22.
- Asset/inventoried (49) MSA SCBA.
- E-351 returned from Ten-8, parts for manual pump lever & mirror are on order.
- Inventoried FF Smith & Walker's uniform items and PPE that was turned in after their resignation.
- Loaned Lindsay Bennett bunker coat, suspenders, pant, and boots.
- Issued uniform items to line personnel.
- Issued replacement Lt's cell phone case to St 5.
- Issued FF Grenier Class A coat (42), pants (33w) and Lg Bell cap.
- Received \$175 cash from Clifford Smith for his helmet, submitted a receipt & \$175 cash to Andrea Fullen for deposit.
- Submitted CC form for C-22's left front tire sensor.
- Created & posted cleaning operations for bunker gear on the large extractors at St's 1 & 3.
- Met w/ Chuck Wilkinson & Jeff Reed (TenCate) to discuss bunker gear materials.
- Issued DFM Meola (3) 16 1/2 Class C shirts & (1) 38 belt.
- Attended Directive Committee Meeting 0830-1130.
- Dropped off FF Grenier's Class A to MiMi's Sewing.
- Issued FF Stem bunker coat, pant & boots, SCOTT mask, mask bag, gear bag, extrication gear, FF & extrication gloves, and Inno-Tex hood.
- Provided Chief Thayer with a bunker coat, pant & boots for new hire Cristo Economides to try on.
- Purchased 2nd set of bunker boots for FF Grenier, PR & invoice submitted.
- Received Sq 328 invoice from Ten-8 for level 1 PM and misc. repairs, submitted PR.
- Met w/ Chief Bounds & Blanco to discuss equipment purchasing for new Engine (E-22).
- Spoke w/ Adam Hogan to achieve more Veridian bunker gear quotes.
- Met w/ Bryce @ Ten-8 to discuss equipment availability & prices for E-22.
- Delivered 2nd set bunker boots to FF Grenier.
- Submitted PR w/ invoice for E-17 (311).
- Finished inventorying MSA SCBA's
- Picked up (9) pair of hemmed pants from Mimi's Sewing. Invoice & PR submitted.
- Received new SEEK Attack Pro w/ batteries, mount charger, portable charger & gear keeper for E-22. submitted PR.
- Purchased (3) FDNY search rope 7 bags, CC form submitted.
- Emailed fuel report.
- Ordered bumper flag poles & Big Easy Delux Kit for E-22, submitted CC form
- Submitted PR's for MSA 4-gas detector & E-15's PM and misc. repairs.
- Received (56) medium MSA masks.
- Ordered 2000gls of gasoline & 1500gls of diesel for St 3.

- Updated apparatus engine hours & PM service dates.
- Attended Command Staff Meeting 0830-1130.
- Picked up (6) DJI Drones from St 3., stored in Admin IT room until sale on Gov Deals.
- Scheduled MSA in-service training for Jan. 30, 31 & Feb. 2 1300 & 1500hrs each day.
- Emailed Larry to schedule new 110 outlet to be installed St.1's laundry room for soap dispenser.
- Picked up all Skydio equipment and brought to Admin.
- Picked out equipment/tools for E-22 @ Ten-8.
- Submitted PR's for uniform items (S&R) & Ten-8 (E-17/311).
- Ordered all items for E-22's water rescue kit & submitted CC form.
- Purchased black starboard for E-22, CC form submitted.
- Picked up items for E-22 from Ten-8 & placed order for fire hose and other appliances. Items dropped off @ St 1.
- Ordered 20lb CO2 extinguisher from Pye Barker for E-22.
- Scheduled extrication gear sizing for new hires 1/17/23.
- Weekly reports completed.