



Magnolia Fire Department

MEMORANDUM

No. 2025-10

Date: 8/19/2025

To: Emergency Operations Personnel

From: Division Chief of Logistics

Subject: PSTRAX SCBA Checks

Operations personnel will begin using the PSTRAX SCBA Checks module starting September 2, 2025. The SCBA checklist will display the number of checks needed each day for each specific apparatus. Personnel shall inspect and function test their assigned SCBA with cylinder. **ALL** SCBA shall be “checked off” every morning and after each use, per TCFP and NFPA. A SCBA can be inspected and/or functioned tested at any time by selecting “As-Needed”.

Engine R181 - #40631 Unit #103				Actions ▾
ACTIVE	OOS	RESERVE		3 Alerts
0 Vehicle checks		14 SCBA checks		0 Asset checks
As-Needed		As-Needed		As-Needed

In addition, all SCBA fill events shall be logged into PSTRAX starting September 2. The paper logs shall no longer be used. Instructions to log filling SCBA cylinders are listed within the training videos.

PSTRAX provides training videos for personnel to familiarize themselves with this new process. Please take the time to complete the training prior to September 2. Directions to finding the training are as follows:

- Log into PSTRAX
- Select the drop-down arrow on the far right, upper portion of the screen (Next to the person icon).
- Select “Get Help”
- Select “User Training”
- Select “SCBA Module Training”
- Complete the 5 short videos.

Steps to access the training are the same for Android and Apple users. If you have any questions or need further assistance, please contact me or Capt. Hoffart.

1803 Chief Thornton