

MINUTES, ARIVACA FIRE DISTRICT

April 18, 2017

The Arivaca Fire District Governing Board met in Regular session Tuesday, April 18, 2017 at the Arivaca Fire District Station, 16091 West Universal Ranch Road, Arivaca, Arizona for a regular board meeting.

1. CALL TO ORDER/ROLL CALL

Kathleen called the meeting to order at 2:03 PM

ROLL CALL OF BOARD MEMBERS

Present: Kathleen Wishnick
Beth Lusby
Terry Tompkins
Gene Gibson
Absent: Bill Clauss

2. REGULAR BUSINESS MEETING

Pledge of Allegiance/Moment of Silence
All present joined in.

- A. Consent Agenda - Discussion/Possible action on the minutes from the following meetings
 - 1. March 21, 2017 minutes
Beth made a motion to approve the minutes and Terry seconded. Kathleen called for a vote. Motion carried 3-1 with Gene abstaining.

3. CALL TO THE PUBLIC

Gene Gibson, as a member of the public, thanked Larry and all the volunteers for the hard work they have done.

Patti Jent commented that the Fire Engine had been paid off and we had a statement stating the truck had been paid in full.

4. BUSINESS

- A. Fire Chief Larry Austin's report for March.
Chief Larry gave oral and written report. Items added not on the written report included that Tender 502 sprayer is in proper working condition. He commented that we had 30 volunteers on the roster at this time which included 14 structure firefighters and 15 wildland firefighters.
- B. Fire Board Chairperson's Report.
Kathleen commented that on Friday, April 28th at 2 PM there would be a special meeting with the Department of Labor.
- C. Discussion/Possible Action/Review: Review and Approval of March 2017 Financial Report, banking statements, check registers, balance statements, warrant account; confirm all board members received and reviewed all financial data. Treasurer Bill Clauss will report on the ending balances in the checking, warrant and petty cash accounts as of March 31, 2017. Kathleen asked if all had reviewed all financial Data. Terry, Gene and Kathleen commented they had and Beth stated she had not.
Patti Jent read balances as of March 31, 2017.
- D. Cash Flow presented by Chief Larry Austin
Chief Austin presented the Cash Flow to the board showing income and expenses for the fiscal year up to April 17, 2017.

5. COMMITTEE MEETINGS - REPORTS ONLY NO DISCUSSION

- A. Report from Finance Committee - No report.

- B. Report from Pension Board - Beth commented they had not met.
- C. Report from Fire Wise Committee - Gene commented there was no report

6. BUSINESS

- A. Discussion/Possible Motion/Action on proposed budget for 2017-2018 and 2018-2019. Board members will discuss the proposed budget and suggest changes/modifications to send back to the finance committee for them to make reviews.
Kathleen asked the board members if there were any suggested changes. No one had any changes. This item will be on the agenda next month for approval to post.
- B. Public Discussion//possible motion/action on the Mandatory meeting, Employment Discrimination and Retaliation by the Arizona Attorney General's Office, Civil Rights Division, dates and compensation. Chief Austin will present dates he recommends and his recommendation for compensation since this is a mandatory meeting. The board will discuss the dates and recommended pay for volunteers since this is a mandatory meeting. The board will discuss the dates and recommended pay for volunteers. The board will appoint someone to advise the attorney as to dates so a final date can be established.
Larry gave suggested dates and commented that Patti had sent the recommended dates to Kathleen to forward to the attorney. Larry suggested a pay of \$75.00 for each volunteer. Gene made a motion to approve paying the volunteers \$75.00 for attending the mandatory meeting and Terry seconded.
Kathleen asked where in the budget this would come from.
Gene commented this was payroll so it would come under the payroll expense.
Kathleen called for a vote.
Motion carried 4-0.
- C. Telephone meeting with Jim Saunders, Saunders Company, LTD. Mr. Saunders will be doing his required board presentation. This all is scheduled for 2:30 pm so if the board is on another item on the agenda, the board will convene to this item at that time and then return to the item they were discussing.
This item was completed before Item 6A. Mr. Saunders presented the Annual review and went over the review. He asked the board if there were any questions. The board did not have any.
Then Mr. Saunders presented the Compliance Report. He commented this was an opinion letter as required by the Arizona Revised Statutes. He stated the Compliance Report and the Annual Review were two different reports. He asked the board if there were any questions. The board did not have any.
Kathleen thanked him for all he had done.
- D. Review/Discussion/Possible Motion regarding District vehicles and apparatus including a report on the status of the maintenance, repairs and identifying potential vehicles or apparatus to evaluate for surplus.
 - Chief Austin would like to put up for auction on eBay the 2001 GMC Red pickup with camper shell. He would like to put it up for \$3,000 or highest bidder.
 Gene made a motion to allow Chief Austin to put the 2001 GMC red pickup with camper shell on eBay for \$3,000 or highest bidder. Terry seconded.
Kathleen called for a vote.
Motion carried 4-0.
- E. Public Discussion on training of the volunteers. Chief Austin will update the board on training sessions held and to be held in the near future. Also training that volunteers have had at other locations.
Chief Larry commented that every Friday Dean Forester is doing training. Then the volunteers that were there that day train volunteers on other days so all volunteers have the training.
- F. Public Discussion/Public motion/action on Workman's Comp pool
Chief Austin commented that the board had received the quote from the Workman's Comp pool and he read the current quote for our current provider. He commented that the current provider was lower.
Gene made a motion to keep our current provider and Beth seconded.
Kathleen called for a vote.
Motion Carried 4-0.
- G. Discussion on CON times. This item was requested to be added to the agenda by a member of the public at the meeting on March 21, 2017. Chief Austin will report on CON statistics over the last 90 days. Board discussion will follow.

Chief Austin gave CON statistics.

He commented that the CON required 40% of the calls to be under 10 minutes and we were at 52%. He commented that 15% of the calls were to be under 20 minutes and we were at 24%. Chief Austin commented that one reason we were not meeting the requirements was because we had a number of new volunteers. Richard Goodsell was working with the volunteers to help them understand the maps in the vehicles and on the walls.

Matt Elias, member of the public and also an EMT volunteer, commented that one problem was people use the GPS finder which does not work in Arivaca. The volunteers need to understand their GPS system is not adequate for Arivaca.

Chief Austin commented that Richard Goodsell was updating the maps.

Kathleen commented that Richard had done a great job on the maps.

- H. Discussion/Possible Motion/Action on having Kathleen Wishnick and Terry Tompkins sign the Valley Emergency Communications Center Subscriber Services Agreement and giving Patti Jent, Deputy Clerk, and permission to send to Donna M. Aversa, Esq., the district's attorney, for her signature and for her (the attorney) to submit the signed agreement to Drexel Heights Fire District. This agreement has been forwarded to all board members via email.

Gene made a motion for Kathleen and Terry to sign the agreement and for Patti to send to the attorney for her signature and for the attorney to send the signed agreement to Drexel Heights Fire District. Terry seconded the motion.

Kathleen called for vote.

Motion carried 4-0.

- I. Discussion on date for board members (Kathleen Wishnick, Terry Tompkins and Bill Clauss) and Chief Larry Austin to meet at the bank to open a Wildland account. Patti Jent, Deputy Clerk, will post a Quorum notice before the date decided.

Kathleen stated she would have to check with Evelyn at Wells Fargo to see what date would work for her.

Terry commented he is available any time.

Chief Austin commented he is available at any time.

Kathleen asked Patti to email Bill to see when he was available and then she would contact Evelyn to see if the date would work for her.

Once Patti has an established date she will post the quorum.

7. CALL TO PUBLIC

8. ADJOURMENT

Terry made a motion to adjourn and Gene seconded. Kathleen closed the meeting at 3:13 PM.

May 16, 2017

Kathleen Wishnick, Chairperson

Terry Tompkins, Clerk