

MINUTES, ARIVACA FIRE DISTRICT

March 15, 2012

The Arivaca Fire District governing Board met Thursday March 15, 2012 at the Arivaca Fire Station, 16091 West Universal Ranch Road, Arivaca, Arizona.

1. CALL TO ORDER

Omar Rood called the meeting to order at 7:03 PM

2. ROLL CALL OF BOARD MEMBERS

Present: Mark Dresang
Kathleen Wishnick
Jim Meade
Omar Rood
Absent: Terry Tompkins

3. PLEDGE OF ALLEGIANCE

All present joined in the Pledge of Allegiance.

4. APPROVAL OF MINUTES

A. Regular session of February 23, 2012

Kathleen made a motion to accept the minutes and Mark seconded. Omar called for a vote. Motion carried 4-0.

B. Special session of February 27, 2012

Kathleen made a motion to accept the minutes and Jim seconded. Mark abstained as he was not at the meeting. Omar called for a vote. Motion carried 3-0 with Mark abstaining.

5. REPORTS AND CORRESPONDENCE

A. A written report was submitted by Fire Chief Scott Van Boerum

- Personnel Update

There are 22 responders currently active on the roster

- Hiring of Paramedic update

Paramedic job description has been posted with various agencies, in The Connection and on our web site. The written test will be March 31, 2012 with interviews being the first week of April

- Administrative

Reviewed policies and added apparatus to Emergency Reporting to track non Arivaca FD apparatus

- Red Shirt Program

Nothing to report

- Ordering of Supplies

Requested quoted for defibrillator, ALS equipment and Wildland PPE; also bathroom doorknob

- Fire Calls

3 fire calls, two smoke investigations and one small brush fire

- EMS Calls

13 EMS calls

- Trucks/Equipment Status/Maintenance/Repairs

All vehicles were in quarters and in service for the month of February. Ambulance 1250 repaired due to axle sliding back however it is back in service

- Training classes held

Wildland pack test held March 11th; 12 personnel attended; 6 were tested and passed

- Grant

Scott submitted a grant summary sheet showing he was submitting the 2012 WFHF grant application and the 2012 GOHS grant application

- CON Update

Research of call response data almost completed; Southwest Ambulance is willing to work with us; Scott will be meeting with Tubac Fire Chief Keeley

- Transporting Update

Scott spoke with UMC regarding transportation of patients without CON; the medical director is reviewing the email communication from AzDHS and will provide written direction within a couple of weeks; we can transport provided we request an ETA from Southwest and then contact medical control for permission

Kathleen asked Scott to explain about the CON. Scott commented that some of our areas overlap with Tubac, Southwest and Rural Metro. Scott is checking with those to see if they will object to our applying for a CON.

Kathleen asked who covers cost. Scott stated that if we get CON we will do the billing. He stated that everyone that gets transported will get a bill.

Mark asked if the fire district would have a larger response area than the district area and Scott stated that the response area is always going to be bigger than the district area

B. Fire Board Chairman's Report

Omar stated that driving by the station the old trailer looks horrible and needs to go. Scott stated he agrees and is working on it. He is trying to find places to store everything in the trailer.

C. Treasurer's report from Kathleen Wishnick

She went over the financial reports.

Kathleen made a motion to approve the reports and Mark seconded it. Omar called for a vote, the motion carried 4-0.

BUSINESS

A. Discussion and update from operations on formation of emergency disaster plan committee.

There has been no update on this.

B. Report from Web Committee.

Patti Jent commented that the Paramedic ad was uploaded to the web page. Scott stated he had taken pictures of the trucks and they will go onto the web page.

C. Fees outside the district area

Tabled until April, 2012 meeting

D. Discussion on the Policy and Procedure Manual

Omar asked everyone to send their changes to Patti and then Patti can get them all together and email them to all the board members and Fire Chief Scott. He suggested that maybe a special meeting be called to go over the Policy and Procedure Manual.

E. Report from the radio committee.

Scott stated he had reviewed all the radios and all but maybe 1 or 2 are reprogrammable. He has not yet looked at the repeater. Scott verified everything with Select.com. He stated that he will get 1 radio programmed and then can clone the handhelds.

Roger Beal stated that he thinks the repeater has to be replaced. Scott stated if it came after 1995 then they should be reprogrammable.

F. Update on the audit

Kathleen commented that the auditor came down on February 27, 2012 and stated our audit would be considered complex because of the auxiliary funds and district funds being intermingled. She stated the auditor recommended an annual review would be a better way to go. So a special meeting was called on February 27, 2012 and the board decided to go with review instead of audit. Kathleen is waiting for new letter of engagement.

G. Public Discussion on the Review of the 5-year plan as stated on the impact statement

Kathleen made a motion to move this to the May, 2012 agenda and Jim seconded. Omar called for a vote; the motion carried 4-0.

- H. Public discussion/motion/action on Fire Chief Scott's budget for fiscal year 2012-2013
Scott presented a written budget to the board. The board went over the 2012 Fire District Levy limit worksheet.
Omar commented that the board review this and discuss it at the next meeting.
- I. Public discussion on starting a Capital expenditure account
Kathleen and a motion to open a capital expenditure account and Mark seconded.
Mark stated it seems like the right thing to do and Omar stated capital expenditures produce big bumps when in a smaller organization. Omar called for a vote. Motion carried 4-0.
- J. Public Discussion/motion/action on Fire Chief Scott utilizing the capital expenses to fund purchased stated on the budget
Omar stated that he did not need approval because it was approved on the amended budget
- K. Discussion/motion/action on submitting two grants
- 2012 GOHS Grant Application Submission for Extrication Equipment
Scott commented that this was for extraction equipment and training. There were no matching funds for this.
Mark made a motion to submit the grant and Kathleen seconded. Omar called for a vote. Motion carried 4-0.
 - 2012 WFHF Grant Application submission for Arivaca Fuels Reduction
Scott commented this was to reduce fuels around people's homes. He stated this had a 10% match. Mark made a motion to submit the grant and Kathleen seconded. Omar called for a vote. Motion carried 4-0.
- L. Public Discussion/motion/action on the UMC Base Hospital Agreement
Kathleen made a motion to accept this agreement and Jim seconded.
Omar asked if ALS would change the agreement and Scott stated no.
Omar called for a vote. Motion carried 4-0.
- M. Public Discussion/motion/action on the state Forester's Cooperative Rate agreement.
Kathleen made a motion to accept the agreement with changes recommended by Fire Chief Scott and Mark seconded. Omar called for a vote. Motion carried 4-0.

CALL TO THE PUBLIC

Patti Jent commented that Scott had done a lot during the month of February and thanked him.

6. ADJOURNMENT

Mark made a motion to adjourn and Jim seconded. Unanimously approved by all.
Omar adjourned the meeting at 9:12 PM

Approved April 19, 2012

Omar Rood

Terry Tompkins