

MINUTES, ARIVACA FIRE DISTRICT

April 19, 2012

The Arivaca Fire District governing Board met Thursday April 19, 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 7:00 PM

2. ROLL CALL OF BOARD MEMBERS

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

3. PLEDGE OF ALLEGIANCE

All present joined in the Pledge of Allegiance.

4. APPROVAL OF MINUTES

A. Regular session of March 15, 2012

Kathleen made a motion to accept the minutes and Mark seconded. Omar called for a vote. Motion carried 5-0.

B. Special session of March 23, 2012

Mark made a motion to accept the minutes and Jim seconded. Omar called for a vote. Motion carried 5-0.

C. Special session of April 7, 2012

Mark made a motion to accept the minutes and Jim seconded. Omar called for a vote. Motion carried 5-0.

5. REPORTS AND CORRESPONDENCE

A. A power point presentation was submitted by Fire Chief Scott Van Boerum for March

- Personnel Update

There are 16 responders currently active on the roster

- Hiring of Paramedic update

3 Personnel hired at \$8.00 per hour. One lives in the valley and the other 2 are outside the valley. The anticipated start date is April 19, 2012 with 7 day per week coverage starting Mary 1st. Fire Chief Scott will also be interviewing 3 additional personnel.

- Administrative

Nothing to report.

- Red Shirt Program

Nothing to report.

- Ordering of Supplies

BLS supplies ordered and received.

ALS equipment:

Defibrillator pricing received and will be discussed later in the meeting as this is an agenda item.

Balance of ALS equipment - working on quotes.

Wildland equipment ordered.

New radios received.

New repeater installed.

- Fire Calls

No fire calls.

- EMS Calls

18 EMS calls for March, 2012.

- Trucks/Equipment Status/Maintenance/Repairs

All vehicles were in quarters and in service for the month of March. Ambulance 1250 springs were repaired.

- Training classes held

3 personnel attended the First Due - "Have a clue". This was a training session on how to give radio reports and how to take control of a scene

12 personnel attended the Report writing. This dealt with emergency reporting on the internet based NFIRS.

2 more personnel passed the annual pact test.

- Grants

FY 2011 UASI Rural Fire Grant - we are awaiting reimbursement.

FY 2011 VFA - we submitted the quarterly report.

AAHS Clinic - received ALS equipment quotes.

New Applications.

Firemen's fund insurance - request for TIC, PPE.

FP & S - Request for smoke detectors.

- CON Updated

The application has been completed for the current service area. Fire Chief Scott just needs a few more attachments.

Fire Chief Scott heard from Southwest and they will go along with our CON however a portion of the northern service area will be excluded from our CON applications.

- Transporting

Fire Chief Scott stated 2 patients were transported to the helipad with permission from medical control.

Offline medical direction is still pending.

B. Fire Board Chairman's Report

No report this month.

C. Treasurer's report

- Kathleen Wishnick gave the account balances for March, 2012

- Fire Chief Scott presented the budget vs. actual expenses for this year to date

- Susan Ramsey reported on the Arivaca Fire District Auxiliary accounts. She also stated that the Auxiliary had donated \$1,200 to the District for the EMS truck.

Omar thanked Susan for her report.

6. BUSINESS

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

Terry commented that 2 gentleman from Century Link came down and that there may be a way to change the central office over to stand alone in order to dial out to 911 and it would automatically connect to the fire station if telephone lines failed. He also stated Alan Wallen was working on a secondary route.

Mark commented that he would contact Century Link for an update.

B. Report from Web Committee.

Patti Jent commented that she would be adding the minutes and photos to the web page.

C. Fees outside the district area

No update.

D. Discussion on the Policy and Procedure Manual

Kathleen made a motion to table this until a special meeting on Monday, May 7, 2012 at 3 PM.

Mark seconded. Omar called for a vote. Motion carried 5-0.

- E. Report from the radio committee.
Fire Chief Scott stated all radios were narrow banded compliance with the exception of 1257. He stated that one could not be programmed. He also stated the Repeater had been replaced. Fire Chief Scott stated the license had to be updated. He commented that the total cost to upgrade everything was under \$5,000.
- F. Update on the audit
Kathleen commented that she got a new letter of engagement and the price went down to \$2,500 for an annual review.
- G. Public Discussion on the Review of the 5-year plan as stated on the impact statement
Fire Chief Scott presented a 5 year plan for the district. He stated there were 5 goals tied into the impact statement.
Kathleen stated the paramedics had been hired.
Omar asked if the board had any other goals. He asked the board to read it and make changes, additions, deletions, etc.
Fire Chief Scott commented that he changed the mission statement from members to residents and visitors.
Omar asked this item be tabled until the special meeting on Monday, May 7th, 2012
- H. Public discussion/motion/action on Fire Chief Scott's budget for fiscal year 2012-2013
Fire Chief Scott presented a written budget to the board. Fire Chief Scott commented that he had taken food for training out and replaced it with cell phone for chief. Same amount of monies.
Omar commented that the board review this and discuss it at the next meeting.
- I. Public discussion on Property Acquisition Disposal Policy
Fire Chief Scott presented a Property Acquisition Disposal Policy to the board.
Kathleen made a motion to accept the policy and Terry 2nd.
Fire Chief Scott went over the policy.
Omar asked this be tabled until the special meeting on Monday, May 7th, 2012.
Motion was dropped.
- Disposing of Pink Trailer
Fire Chief Scott stated he had someone interested in the trailer.
Susan Ramsey stated she would also be interested.
Fire Chief Scott stated he would put out bids for the trailer. He would post it on the web site, Facebook and put it in the monthly article in the Connection
 - Disposing of 1999 Ford Explorer
Fire Chief Scott said he had someone interested in the Explorer. He would put out bids for it.
- J. Public Discussion/motion/action on Fire Chief Scott purchase of defibrillators
Fire Chief Scott stated there was several ways the District could go. He mentioned the paramedics suggested going with 2 defibrillators. Fire Chief Scott recommended going with the Phillips quote which included 2 defibrillators and a 5 year extended support service.
Kathleen made a motion to approve the purchase of 2 defibrillators and 5 year support service and Mark seconded.
Omar called for a vote. Motion carried 5-0.
- K. Discussion/motion/action on submitting grant
Fire Chief Scott went over the 2013 FP and S Grant. He stated this was one of FEMA's grants. It was for smoke detectors, training people and payroll. He said he was submitting it for \$28,110.
Barbara Hogg stated the Arivaca Fire District and Elephant Head Volunteer Department worked together with Sopri School.
Fire Chief Scott stated he would increase the amount he was asking for because of sharing with Elephant Head. He also commented there was a 10% match.
Kathleen made a motion to accept Fire Chief Scott submitting the grant and Mark seconded.
Omar called for a vote. The motion carried 5-0.
- L. Public Discussion/motion/action on RFP billing.
Fire Chief Scott commented that he had not yet completed the RFP's and asked this to be

tabled until the next regular meeting.

7. CALL TO THE PUBLIC

Omar made a public apology to Kathleen because he thought she misunderstood the Levy statement. After researching the A.R.S. he found out that what she had commented on regarding the 8% increase was correct.

Yolanda Pena thanked the District and the Auxiliary for all they have done.

Barbara Hogg thanked Fire Chief Scott for all he had done.

8. ADJOURNMENT

Terry made a motion to adjourn and Kathleen seconded. Unanimously approved by all.
Omar adjourned the meeting at 8:35 PM

Approved May 17th, 2012

Omar Rood

Terry Tompkins