

# MINUTES, ARIVACA FIRE DISTRICT

June 21, 2012

The Arivaca Fire District governing Board met Thursday June 21, 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: Kathleen Wishnick  
Jim Meade  
Omar Rood  
Terry Tompkins  
Absent: Mark Dresang

3. PLEDGE OF ALLEGIANCE

All present joined in the Pledge of Allegiance.

4. APPROVAL OF MINUTES

A. Regular session of May 17, 2012

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

B. Special session of May 7, 2012

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

5. REPORTS AND CORRESPONDENCE

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

- Personnel Update

There are 25 responders currently active on the roster.

1 new volunteer

14 personnel responded

1 volunteer application

Current Volunteer Paramedics – 1

Current Paid Paramedics – 3

Personnel hired – 1 Paramedic

- Administrative

No update

- Red Shirt Program

Nothing to report.

- Ordering of Supplies

1<sup>st</sup> defibrillator received

EZ-IO received

Stokes basket received

Vinyl cutter received

- Fire Calls

7 Fire Calls – 3 Wildland; 3 investigations, 1 Rx

- EMS Calls

16 calls for May 2012. There were 9 transports, 6 via ground; 3 via air. There were 6 refusals and 1 cancelled.

- Trucks/Equipment Status/Maintenance/Repairs
  - 1257 – Transmission flushed and filters replaced
  - 1252 – Rear end seal and seatbelt replaced
  - 1201 – Light bar installed
  - 1252, 1253, 1255 and 1256 – Lettering replaced
- Training classes held
  - 6 personnel attended EPIC class.
  - 9 personnel attended extrication equipment and chainsaw training
  - 2 more personnel passed annual pack test
- Grants
  - FY 2011 VFA – submitting reimbursement request
    - Purchased \$9,457 in Wildland equipment
    - Awaiting reimbursement of \$4,728.50
    - Additional \$4,115.10 to be purchased (\$2,057.55)
  - AAHS Clinic – total of \$9,267.82 received. This is now complete.
  - GOHS FY 2013
    - Awarded \$10,206.00 for extrication tools. Awaiting contract.
- CON Updated
  - Modified the application per Southwest input.
- Transporting
  - Transported 2 patients to the helipad.
  - We are now permitted to transport to helipad without calling in.
- B. Fire Board Chairman’s Report
  - Omar Rood commented that a dear friend complimented the Fire District personnel on her call. She commented that they were very professional.
- C. Treasurer’s report
  - Kathleen Wishnick gave the account balances for May, 2012
  - Fire Chief Scott presented the budget vs. actual expenses for this year to date
  - Patti Jent stated that the Auxiliary served 90 people at the Pancake breakfast and donations were also received. She did not have exact amounts.

## 6. BUSINESS

Omar Rood asked to entertain a motion that Item H be moved to the beginning of the agenda. Terry made a motion and Jim seconded. Omar called for a vote. Motion carried 4-0.

- H. Public Discussion/motion/action on Lifeguard training.
  - Fire Chief Scott stated he saw an ad for lifeguards at the Sopori School. He contacted the principal and indicated the pool would open July 2<sup>nd</sup>. He wants to send 8 people (6 from our district and 2 from the Elephant Head area) to lifeguard training. He indicated the insurance Ryder would be approximately \$750.00. He stated it would be for 4 days a week.
  - Jim Heinzelmann, Principal of Sopori School stated the pool would be open from 10:30 am to 3:30 pm Monday, Tuesday, Thursday and Saturday.
  - Fire Chief Scott stated 4 people would be working at a time. He also stated that if something would happen where our people need to respond, the pool would be closed.
  - Jim Heinzelmann stated the school board is very happy with this arrangement and stated it was a win-win situation.
  - Kathleen thought it was a good proposal.
  - Fire Chief Scott stated he was going to make this an ongoing program and would incorporate it into the Red Shirt Program.
  - Jim Heinzelmann stated the school would upkeep the pool and grounds.
  - Omar asked to entertain a motion to send people to lifeguard training, provide lifeguards and the pool and sign the IGA. Terry made the motion and Jim seconded. Omar called for a vote. Motion carried 4-0.
- A. Discussion and update from operations on formation of emergency disaster plan committee.
  - Fire Chief Scott stated they did call him and they were going to send him an email.

- B. Fees outside the district area.  
Omar asked this be tabled until the October meeting. Terry made a motion to table this until the October, 2012 meeting and Kathleen seconded. Omar called for a vote. Motion carried 4-0.
- C. Discussion/motion/action on the Policy and Procedure Manual.  
Terry made a motion to adopt the revised manual and Kathleen seconded. Omar called for a vote. Motion carried 4-0.
- D. Update on the Audit/Review and discussion on progress  
Kathleen stated that she had been in touch with the accounting firm doing the review and it should be ready the end of the month or the beginning of July.  
Patti Jent commented that she would like to get started on the review for 2011-2012 as soon as possible.  
Kathleen stated she would like to see the report for the review of fiscal year 2010-2011 books before deciding if to change firms or not. She asked this be tabled until July, 2012 meeting. Terry made a motion to table this item until July, 2012 meeting and Jim seconded. Omar called for a vote. Motion carried 4-0.
- E. Public Discussion/Motion/Action on budget for Fiscal Year 2012-2013.  
Fire Chief Scott stated he had made some changes to the budget to incorporate grants, increase in wildland income, lifeguard income and academy class income. He stated some expenses had been changed. He stated the tax rate will remain at \$2.50 per \$100.  
Terry made a motion to accept the budget. Kathleen seconded. Omar asked for discussion from the public. There was no public discussion or concerns. Omar called for a vote. Motion carried to adopt the budget 4-0.
- F. Update on the elections.  
Terry commented that the letter to the county notifying of fire board vacancies had been completed. He also stated that a special meeting to adopt the election resolution needed to be scheduled and we had to post a Notice of Call of Election in the paper for two consecutive weeks.  
Kathleen commented that the Notice of Call of Election should go in the Connection and the Santa Cruz Valley Sun as that was the paper put into everyone's post office box.  
Omar asked what day everyone would be available for a special meeting.  
Terry made a motion to have a special meeting on Saturday, June 23<sup>rd</sup>, 2012 at 3:00 PM to adopt the election resolution and this was seconded by Jim. Omar called for a vote. Motion carried 4-0.  
Jim made a motion to publish the Notice of Call of Election in the Connection and the Santa Cruz Valley News and Terry seconded. Omar called for a vote. Motion carried 4-0.
- G. Public discussion/motion/action on RFP for billing.  
Fire Chief Scott stated he had published the RFP and the deadline for responding was July 12<sup>th</sup>. Omar asked if anyone had called. Fire Chief Scott stated it was just published on Tuesday, June 19<sup>th</sup>.
7. CALL TO THE PUBLIC  
Barbara Stockwell commented that everyone has done a fine job.  
Kathleen thanked everyone that responded and helped out with the Ajax Fire.
8. ADJOURNMENT  
Terry made a motion to adjourn and Jim seconded. Omar called for a vote. Motion carried 4-0.  
Omar adjourned the meeting at 8:10 PM

Approved July 19, 2012

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Omar Rood

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Terry Tompkins