

# MINUTES, ARIVACA FIRE DISTRICT

August 16, 2012

The Arivaca Fire District governing Board met Thursday August 16, 2012 at the Arivaca Fire Station, 16091 West Universal Ranch Road, Arivaca, Arizona.

1. CALL TO ORDER

Terry Tompkins called the meeting to order at 7:00 PM

2. ROLL CALL OF BOARD MEMBERS

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

3. PLEDGE OF ALLEGIANCE

All present joined in the Pledge of Allegiance.

4. APPROVAL OF MINUTES

A. Regular session of July 19, 2012  
Mark made a motion to accept the minutes and Kathleen seconded. Terry 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 July

- Personnel Update  
There are 24 responders currently active on the roster.  
0 new volunteer  
12 personnel responded  
6 volunteer application  
Current Volunteer Paramedics – 1  
Current Paid Paramedics – 4  
Personnel hired – 2 Paramedics
- Administrative  
Fuel locks changed; vehicle renumbering complete; inventory 50% complete
- Lifeguard Program  
Pool season complete with no incidents; contacted Sopori School regarding contract for next summer; working with Red Cross to form training center with the AFD; Plan to run classes this fall for lifeguard instructor class, lifeguard class and water safety instructor class.
- Ordering of Supplies  
IV supplies; replacement drugs; airways; BLS supplies
- Fire Call  
1 Fire Calls
- EMS Calls  
14 calls for July 2012. There were 11 transports, 5 via ground; 6 via air. There were 3 refusals.
- Trucks/Equipment Status/Maintenance/Repairs  
Rescue 501-park interlock switch replaced  
Rescue 501-batteries replaced  
Brush 501-heads redone

- Training classes held
  - 1 personnel completed IV certification
  - 9 Personnel attended water supply for structure fires
  - 9 personnel attended first due operations for a structure fire
  - 4 personnel attended the 2012 Regional Trauma Conference
- Grants
  - FY 2011-waiting for reimbursement
  - GOHS FY 2013-awaiting equipment quotes
  - Arivaca Fire District Auxiliary received \$2,000 from the Greater Green Valley Community Foundation Grant to be applied to paramedic training
  - 2012 Wildland Fire Hazardous Fuels Reduction Grant-awarded \$87,443.63 for fuel reduction work
- Applications:
  - \$529,000 for AFG 2012-SCBA, Type III engine, Type VI engine and ambulance
  - \$354,887 for Safer 2012
  - 2012 VFA Grant for \$19,650
- CON Updated
  - Application returned; description of area needs to be redone by range and township; check needs to be made out differently
- B. Fire Board Chairman's Report
  - Omar Rood was not present at this meeting and therefore no chairman's report
- C. Treasurer's report
  - Kathleen Wishnick gave the account balances for July, 2012
  - Fire Chief Scott presented the budget vs. actual expenses for this fiscal year to date and for the last fiscal year
  - Susan Ramsey gave a report of the Arivaca Fire District Auxiliary funds

6. BUSINESS

- A. Discussion and update from operations on formation of emergency disaster plan committee.
  - No update
- B. Fees outside the district area.
  - Tabled until October, 2012
- C. Update on the Audit/Review and discussion on progress
  - Kathleen stated she had received the review. She also stated they had a proposal from James Saunders, CPA, CFE, CFF, CGFM, PI with a quote for the fiscal year 2011-2012 review in the amount of \$1,350. She also suggested a letter be written to Assurance letting them know we no longer need their services. Mark made a motion to hire James Sanders for last year's review and it was seconded by Kathleen. Terry called for a vote; motion carried 4-0.
- D. Update on the elections.
  - Terry commented that since Omar was the only one that submitted a packet, the fire district would not be on the upcoming ballot. Therefore he did not think the board had to run the newspaper notice in September. Terry asked Patti to contact the Board of Supervisors and confirm we don't have to run the September election notice.
  - Terry asked for suggestions on people they could consider to appoint to the board. Kathleen said she would send out emails to the names mentioned to see if anyone was interested.
- E. Public discussion/motion/action on RFP for billing.
  - Fire Chief Scott stated he had had not gotten any response however he stated Patti Jent would be doing in house billing.
- F. Discussion/motion/action on the 2012-2013 Fee Schedule
  - Fire Chief Scott presented the 2012-2013 fee schedule for services. Mark made a motion to accept Resolution 2012-07, the fee schedule and Jim seconded. Terry called for a vote; motion carried 4-0.
- G. Review of Strategic Plan
  - Tabled until October 2012

- H. Public discussion/motion/action on revised budget for 2012-2013  
Fire Chief Scott presented a revised budget reflecting the Fuels Reduction Grant. Kathleen made a motion to accept the revised budget and Jim seconded. Terry called for a vote. Motion carried 4-0.
7. CALL TO THE PUBLIC
8. ADJOURNMENT  
Kathleen made a motion to adjourn and Jim seconded. Terry called for a vote. Motion carried 4-0.  
Terry adjourned the meeting at 8270 PM

Approved September 20<sup>th</sup>, 2012

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Omar Rood

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Terry Tompkins