

**FRY FIRE DISTRICT
MINUTES OF REGULAR BOARD MEETING
August 16, 2018**

CALL TO ORDER

Mr. Barnett called the Regular Meeting of the Fry Fire District Board to order at 7:00 p.m.

ATTENDANCE

Board Members in Attendance: James Barnett, Acting Board Chairman
Joseph Huish, Acting Clerk
Thomas Tucker, Board Member (via phone)

Board Members Absent: Robert McMurtrie, Board Chairman
Gilbert Gil, Board Member

Command Staff in Attendance: Mark Savage, Fire Chief
Linda Romero, F&A Mgr
Melissa Tomlinson, JVG
Steven Rodriguez, JVG
Ed Shiver, Fire Marshal
Billy Seamans, BC
Kaleb Mauzy, BC
Adam Short, Capt
James Ayers, Mechanic

PLEDGE OF ALLEGIANCE AND INVOCATION

Mr. Barnett led the Pledge of Allegiance and Mr. Huish gave the invocation.

CONFLICT OF INTEREST

Mr. Barnett reminded board members that they shall declare any conflict of interest. No board member declared a conflict at this time.

CALL TO THE PUBLIC

Mr. Barnett opened the call to the public at 7:01 p.m.

There were no comments from the public.

Call to the public closed at 7:01 p.m.

EMPLOYEE RECOGNITION

Chief Savage explained that Engineer Rafael Enriquez is unable to attend this evening as he is out on the Carr Fire in California.

Chief Savage also noted that Michael Shamas is on the agenda for recognition on completion of his probation, however he also is out on the Ferguson Fire in California.

Chief Savage also advised the board that Ryan Dannels, has returned as a part-time firefighter. He is on shift for us today and currently out on a call.

BC Seamans recognized Jimmy Ayers for exemplary customer service going above and beyond and awarded him the Chief's Challenge coin. Upon hearing that our medics ran on a 94 year old resident whose air conditioner was not functioning properly, Mr. Ayers selflessly took his portable cooler from the shop to the resident's home and set it up for her. He went back to her home on his lunch break to ensure the unit was cooling properly and contacted the maintenance division to get her air conditioner repaired as quickly as possible. Prior to removing the portable unit, he ensured that her air conditioner was functioning well and she was comfortable. Larry Graham, Golden Acres HOA President submitted a letter thanking Mr. Ayers for his selfless service, which was previously forwarded to the Board.

COMMAND STAFF'S REPORT

Chief Savage noted that as of August 8, three candidates had filed petitions for the Nov. 6 elections for our pending board vacancies. Given that we have three vacancies, if no one files a petition as a "write-in" candidate by August 22, the Elections Department will be canceling the election and the individuals who submitted the petitions will be sworn in as board members in January 2019.

There's an offering of the mandatory statutory training for newly elected board members on the following dates: Nov 30, one day in Phoenix; January 17-19, 2019, in Laughlin; July 2019 in Glendale.

November 6, 2018 is the general election. The bond question will be presented to voters for Fry Fire District. The required publications have been made and the County has received the affidavits. We are finalizing a voter information pamphlet for printing and distribution. There will be an article in the Herald on Sunday.

Chief Savage reported that we have received tentative approval on 2015/2018 Wildland Fire Hazardous Fuel funds to support fuel reduction in Ramsey Canyon, Dead Bear Draw and Carr Canyon areas.

SEACOM is still working on merging their data servers. PulsePoint is still in the works, it will be plugged into the county server and cover calls across the county. The JPA Board is still working on the price structure, the latest plan is expected to be based on the number of radios in use and cost approximately \$30,000.00, which is down from the initial \$75,000.00.

Chief Savage reported that we had a review of our IT by third party TCR Solutions who identified some significant risks including: no off-site backup, no backup testing, unidentified failures on the hard drive, etc. Chief Savage met with Steve Clark about the contract with tower access for internet/IT support; he advised that he really hasn't been providing much IT support. Chief Savage will be meeting with him again to discuss revising our tower lease agreement for his internet service, we anticipate moving Sta 361/365 to Cox internet and exploring an IT agreement with TCR Solutions. We do have some time-sensitive issues regarding our hardware and data backups that will need fixing.

Chief Savage reported that we have been working on our CON Renewal Application and anticipate submitting it to ADHS early next week.

Chief Savage reported that E3662 is on the Carr Fire staffed by Ferrel, Clark and Chavez. Bernal is at the same fire with a Douglas Type 6 Engine and two Douglas firefighters. B365 is on the Ferguson Fire and is staffed by Enriquez, Callahan and Shamas.

Chief Savage reported that Palominas Fire District is staffing the station on Palominas Road again and are currently BLS coverage. They have four personnel on duty daily with two at Sta 193 and two at Sta 191. They will not be responding out of district wieh par 3, which they estimate to be about 2-3 times per month.

Chief Savage reported that he met with SVFMD on August 8th to start working on resolving automatic aid response issues. In spite of prior email to the contrary, SVFMD has removed some of their units from covering assignments in our area. We'll be working together to identify and fill any gaps created by this. We're also taking a closer look at our data to identify where we can make improvements in our responses to be more efficient with our limited resources. They did inquire about moving M361 to a temporary facility / house near BST and Avenida Cochise. Chief Savage believes that would be a bad move for us, possibly delaying our responses to Rancho Carmela and Huachuca City; it might be more efficient if they moved M203 there which would reduce their response times to Winterhaven and potentially provide M203 with better access to Ft Huachuca. The next meeting with them is scheduled for August 30 to continue discussing

what resources they're willing to share and how we can help improve service efficiencies moving forward.

We have four personnel offline. BC Gordon is still working to rehab his shoulder. Eng Wayne is still out on active duty with the National Guard through September 2018. Capt Cañez had a successful surgery and is expected to be out for approximately three more months. Eng Brown is out with a fractured ankle, but was cleared for light-duty today. We had 15 applications for full-time firefighter and anticipate initial testing over the next few weeks.

BC Seamans presented handouts to the board providing the area totals for July 2018 and reviewed these statistics. He also advised that we have three new computers ordered to go on our front line ambulances.

Chief Savage reported for Acting BC Popp that the first shower at Sta. 366 is complete and they're now working on the second one.

FINANCIAL REPORT

A. Review, discussion and possible action on the monthly financial report for July 2018.

Melissa from JVG gave a PowerPoint presentation reflecting the financial reports for July 2018.

Mr. Huish made a motion to accept the July 2018 financial reports. Mr. Tucker seconded the motion.

Vote: 3-0
Motion Carried

B. Review and discussion on the warrants issued for the month of July 2018.

There were a couple of questions in regards to vendors Voyager and Callback Staffing. Chief Savage explained that Voyager is our fuel card and Callback Staffing is for CrewSense, our scheduling software.

APPROVAL OF MINUTES

A. Regular Board Meeting on July 18, 2018.

Mr. Huish made a motion to approve the Regular Board Meeting minutes of July 18, 2018. Mr. Tucker seconded the motion.

Vote: 2-0

Abstention: 1 (Mr. Barnett abstained as he was not present at the regular board meeting on July 18, 2018.)

OLD BUSINESS

A. Update on Thorneydale Tower site.

Chief Savage noted that the foundation on our antenna has been upgraded by Sprint, new guy wires and safeties are coming next in anticipation of some Sprint antenna upgrades. Coax cable has been installed from our existing radio shed onto the new tower in the event we want to move our antenna in the future. The SBA tower has been erected.

NEW BUSINESS

A. Discussion and possible action regarding Resolution 2018-10 to adopt the 2018 International Fire Code.

Fire Marshal Shiver explained that this would allow us to update from our current 2012 Fire Code to the 2018 Fire Code and that most agencies adopt a new code every other update. He explained that one change in the 2018 is that new businesses will be required to install egress lighting.

Mr. Tucker made a motion to adopt Resolution 2018-10. Mr. Huish seconded the motion.

Vote: 3-0

Motion Carried

B. Discussion and possible action regarding Classified Employee Policy.

Chief Savage advised that this new policy is designed to replace the prior At-Will policy that ran contrary to the Meet and Confer Resolution as well as our Complaint/Appeals Policy. This has been reviewed by Mrs. Hilton and Mr. Matura and Chief Savage recommends adopting it as provided.

Mr. Tucker made a motion to approve the Classified Employee Policy. Mr. Huish seconded the motion.

Vote: 3-0

Motion Carried

C. Discussion and possible action regarding Probationary Employee Policy.

Chief Savage advised that these are minor changes to clean up questions regarding employee expectations during the initial probationary period, now requiring documented performance deficiencies prior to termination and including an option to extend probation. Also reviewed by Mrs. Hilton and Mr. Matura and recommend adopting it as provided.

Mr. Tucker made a motion to approve the Probationary Employee Policy with correction replacing 'shall terminate' with 'may terminate' in second paragraph. Mr. Huish seconded the motion.

Vote: 3-0
Motion Carried

REQUEST FROM BOARD MEMBERS

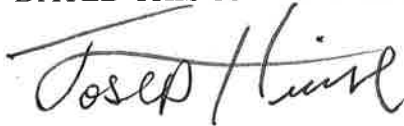
Mr. Huish requested an update on the bond election. Mr. Barnett requested acronym definitions be listed in board correspondence and advised he will be absent at next months meeting. Mr. Tucker requested some talking points for board members on the bond election.

ADJOURNMENT

Mr. Huish made a motion to adjourn the Regular Meeting at 7:46 p.m. Motion seconded by Mr. Tucker.

Meeting adjourned at 7:46 p.m.

DATED THIS 16TH DAY OF AUGUST 2018.



Joseph Huish
Board Clerk (Acting)
Fry Fire District Board