

**FRY FIRE DISTRICT
MINUTES OF REGULAR BOARD MEETING
November 28, 2018**

CALL TO ORDER

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

ATTENDANCE

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

Board Members Absent: Gilbert Gil, Board Member

Staff in Attendance: Mark Savage, Fire Chief
Linda Romero, F&A Mgr
Melissa Tomlinson, JVG
Billy Seamans, BC
Kaleb Mauzy, BC
John Popp, BC
Matt Brown, Eng
Luis Cañez, Capt
Danny Furnia, Capt
Dennis Ferrel, FF

Guests: Eric Andersen
Norm Sturm

PLEDGE OF ALLEGIANCE AND INVOCATION

Mr. McMurtrie led the Pledge of Allegiance and gave the invocation.

CONFLICT OF INTEREST

Mr. McMurtrie 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. McMurtrie opened the call to the public at 7:00 p.m.

There were no comments from the public.

Call to the public closed at 7:00 p.m.

EMPLOYEE RECOGNITION

Chief Savage recognized Chris Bernal who was recently promoted to Engineer, and John Popp who was recently promoted to Battalion Chief. He noted that Bronson Lacaillade was recently promoted to Captain, but was unable to be in attendance. Chief Savage presented the employees with their new Helmets / Shields, Bugles and Badges.

Chief Savage shared that the November Fire Board Member election was cancelled and that Robert McMurtrie, Eric Andersen and Norman Sturm were issued certificates of election by Cochise County and named to the Fire Board by Cochise County Resolution 18-19. The new Board Members – elect will officially take office December 1, 2018; and are scheduled to attend the statutorily required training on Nov. 30, 2018 in Phoenix. The new Board Members – elect and Mr. McMurtrie were all administered the Loyalty Oath.

COMMAND STAFF'S REPORT

Chief Savage reported that our capital bond was overwhelmingly approved and provided the board with a copy of the canvass. Chief Savage also reported that he has forwarded the certification of election to Gust Rosenfeld for recording with the Cochise County Recorder's Office. Stifel is planning to present a resolution to the board at the March 20, 2019 board meeting for the initial bond sale in April with funding anticipated to arrive in May, 2019. The apparatus committee is working to finalize the specifications for a new ambulance and type 6 brush engine, which are both immediate needs. Communication infrastructure upgrades will follow shortly thereafter with a type 1 engine, water tender and Station 365 renovation to follow over the next few years. We are still awaiting a final bill from the Cochise County Elections Department for the election and will process it as soon as it is received.

Chief Savage advised that the appraisal has been completed at Sta 366. BLM is now requesting an environmental assessment; we've reached out to a few contractors requesting a cost estimate and timeline.

Chief Savage reported that Eng Bernal, FF Ferrel, FF Nash and FF Bocook helped cover St David, Benson and Mescal during the funeral services for FF Joshua Eugin in St David.

Chief Savage advised that we submitted an AFG request this year for a water tender. We were unable to submit another regional AFG radio request prior to the

deadline but are pursuing other grant options. The WFHF grant is up and running along Brown Canyon Rd. and Fire Marshal Shiver is working on a Fire Prevention and Safety grant request for additional smoke detectors.

Chief Savage advised SEACOM is still working to merge data servers. The funding formula was finally approved which looks to cost us approximately \$30,000.00 per year based on our estimated radio count.

Chief Savage reported that we are working on moving to Cochise County IT for support and they're already working with Cox to get us switched over. Firewalls and new switches have been ordered and are being set up. Ultimately we will be getting rid of our outdated servers and moving onto theirs which will provide several benefits including improvements in system redundancy and off-site backups. We will also be moving to Office 365 which will assist us in keeping software updated on a continual basis and improve our ability to collaborate on one system rather than using numerous 'work-arounds.'

Chief Savage reported that there have been no recent changes with Palominas Fire District operations. They are still BLS most of the time with four on duty daily, two at Sta 193 and two at Sta 191. They provided support with an interface fire earlier in the afternoon.

Chief Savage advised that BC Brian Jones was promoted to Deputy Chief and will be serving as interim Fire Chief through the remainder of this FY. Chief Ron York's retirement luncheon will be this Friday at Sta. 203.

Chief Savage noted that Eng. Wayne received an extension of his orders through January 31, 2019. He also advised that Eng. Callahan resigned effective December 31, 2018, and we will be picking up Nathan Aho as a full-time firefighter.

BC Seamans provided handouts with area totals for the month. He advised that the type 3 chassis is in prep now. He reiterated he is working with CCIT on getting the preliminary information gathered and we are working on a transition plan. A communication plan is still being developed.

BC Mauzy reported that the LPG burn was tonight and they will also be conducting additional burns over the next two evenings. He also wanted to thank AmeriGas as they donate all of the fuel and personnel to us for these exercises. He reported that both B365 and E3662 have returned from their assignments in California without incident. He advised we have received a TRT grant through the LEPC for the TRT class we will have Dec 3-8 involving seven agencies. Our SWAT medics will be teaching an RTF class next month. We will also be ringing the bell for the Salvation Army at Walmart Nov 30 and Dec 19.

FINANCIAL REPORT

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

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

Mr. Huish made a motion to accept the October 2018 financial reports, to include the warrants issued in October 2018. Mr. Barnett seconded the motion.

Vote: 4-0

Motion Carried

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

This item was accepted in the previous motion. Mr. McMurtrie requested that the warrant review be included in the monthly financial report action item on future agendas.

ACCEPTANCE OF MINUTES

- A. Regular Board Meeting on October 17, 2018.

Mr. Barnett made a motion to accept the Regular Board Meeting minutes of October 17, 2018. Mr. Huish seconded the motion.

Vote: 4-0

Motion Carried

OLD BUSINESS

- A. Update on IT hardware and support agreement.

Chief Savage noted that the tower lease agreement with CIS is still on hold while we finish the changeover to Cox at Sta 361 and 365. He explained that they are still working out the details of the IGA with CCIT; we want them to provide services and hardware/software recommendations but allow us to maintain our own capital replacement fund. We hope to have a draft IGA from Cochise County for the next board meeting.

No action was taken on this item.

B. Review, discussion and possible action on Employment of Relatives Policy.

Chief Savage explained that he had emailed the board members the new policy that was developed with input received from Ms. Hilton, the new policy is designed to prevent future conflict of interest issues between supervisor / subordinate and administrative / suppression staff.

Mr. Barnett made a motion to accept the new Employment of Relatives Policy. Mr. Tucker seconded the motion.

Vote: 4-0

Motion Carried

NEW BUSINESS

A. Review, discussion and possible action on Maximum Work Hours Policy.

Chief Savage explained that we are moving to a 48/96 schedule beginning in January 2019 for a trial period. With this change the current policy of 48 hour maximum would adjust to a 60 hour maximum to accommodate the new work schedule. There was discussion amongst the board and Chief and Mr. McMurtrie requested a defined trial period schedule and performance benchmarks for the next board meeting.

Mr. Tucker made a motion to accept the Maximum Work Hours Policy. Mr. Barnett seconded the motion.

Vote: 4-0

Motion Carried

B. Review, discussion and possible action on FY19 Capital Replacement Plan.

Melissa with JVG gave a PowerPoint presentation on the Capital Replacement Plan.

Mr. McMurtrie asked that we hold this item for the new board in December 2018.

There was no action taken on this agenda item.

REQUEST FROM BOARD MEMBERS

Mr. McMurtrie requested that if we were doing anything for Christmas that we let the board know early.

ADJOURNMENT

Mr. Barnett made a motion to adjourn the Regular Meeting at 7:59 p.m. Motion seconded by Mr. Huish.

Meeting adjourned at 7:59 p.m.

DATED THIS 29th DAY OF NOVEMBER 2018.

Joseph Huish
James Barnett
James Barnett
Board Clerk
Fry Fire District Board