

**FRY FIRE DISTRICT  
MINUTES OF REGULAR BOARD MEETING  
June 19, 2019**

**CALL TO ORDER**

Mr. Huish called the Regular Meeting of the Fry Fire District Board to order at 7:06 p.m.

**ATTENDANCE**

Board Members in Attendance:      Joseph Huish, Board Clerk (Acting Chairman)  
Thomas Tucker, Board Member (by phone)  
Eric Andersen, Board Member

Board Members Absent:              Robert McMurtrie, Board Chairman  
Norman Sturm, Board Member

Staff in Attendance:                 Mark Savage, Fire Chief  
Diana Jones, Billing Supervisor  
Melissa Tomlinson, JVG

Many District employees and their family members were present for part of the meeting.

**PLEDGE OF ALLEGIANCE AND INVOCATION**

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

**CONFLICT OF INTEREST**

Mr. Huish 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. Huish opened the call to the public at 7:07 p.m.

There were no comments from the public.

Call to the public closed at 7:07 p.m.

## **EMPLOYEE RECOGNITION**

Chief Savage recognized Engineer Phillip Allred (absent) for being the first applicant from the District to successfully complete the Cochise County Leadership Training.

Chief Savage recognized Firefighters Reymundo (Andres) Chavez and Walter Webb for successful completion of Firefighter probation. Chief Savage administered their loyalty oaths and presented them with new helmet shields and badges.

Chief Savage presented Retired FF Marcus Sykora with an axe recognizing his dedicated service to the members and citizens of the Fry Fire District and thanked him for his dedication.

## **APPROVAL OF MINUTES**

A. Regular Board Meeting on May 15, 2019.

Mr. Andersen made a motion to accept the Regular Board Meeting minutes of May 15, 2019. Mr. Tucker seconded the motion.

Vote: 3-0

Motion Carried

## **COMMAND STAFF'S REPORT**

AFDA – Legislature adjourned May 28, 2019.

Chief Savage reported on the Hepatitis A outbreak in Cochise County. BC Mauzy and Chief Savage are supporting the All-Hazard Incident Management Team (AHIMT) side and ENG Haros is taking the lead with several of our immunization-certified Paramedics. The Cochise County Health Department and Office of Emergency Management are setting a new model for the County and the State of Arizona. Together with other fire and EMS agencies, we have helped administer more than 4,200 Hep A vaccines within Cochise County. The county is quickly processing and paying our invoices. We have invoiced them for approximately \$6,000.00 for the associated personnel and equipment costs.

Chief Savage stated we are current on Staffing for Adequate Fire and EMS Response and Wildland Fire Hazardous Fuels Grants; the Tucson crew is continuing to make progress in Ramsey Canyon. The Fort Grant crew started working on the 2018 project in Emory Oak Ridge. Our request for an additional \$40,000.00 in reallocated 2015 funding and a six-month extension were recently approved. Because we did not submit a 2019 request we were selected participate in the grant application evaluation process.

Chief Savage provided a 48/96 performance update noting training hours are up for May, 2-man engine days were back up for May but continue to trend lower than last year, and our fuel costs are also trending lower for the year.

Chief Savage reported James Vincent Group (JVG) has picked up our accounts payable and coding work and Linda Romero continues to process payroll remotely. We selected a new full-time Administrative Assistant and part-time Ambulance Billing Technician, both will be starting in July. Diana caught up our billing backlog and is working on year-end invoices for our billing contracts. We are still in a holding pattern with Arizona State Retirement System (ASRS) but have provided them with the information they need to confirm our eligibility to participate.

Thanks to support from the Naco Fire District Chief Savage was elected to the Joint Powers Authority (JPA) Board of the Southeast Arizona Communications Center (SEACOM). BC Seamans will be representing us on the Operations Committee and will continue working to refine our response plans and entering the covering assignments into the system. We are still working with Gila Electronics and SBA to relocate our Thorneydale receiver onto the new SBA tower. They have placed cell antennas on top and we should be able to add about 90' of elevation to our antenna and should improve reception on FP1 south of Miller Canyon.

Cochise County IT had some hiccups with our software licenses and are significantly behind schedule on our Office 365 and server transitions.

We have not received a response from Chief DeWolf from the Palominas Fire District on their participation with an automatic aid agreement.

Chief Savage reported he spoke to Chief Ryan with the Sierra Vista Fire and Medical Department. They are changing their philosophy regarding automatic aid responses and will allow units to respond into our district again trusting their employees to operate their apparatus safely. This support is greatly appreciated as it should help get additional firefighters to the scene faster.

Monthly calls statistics were provided to the Board Members. BC Mauzy, BC Seamans, and our mechanic, Jimmy Ayers, are currently in South Dakota to inspect the Type 3 Engine.

Although the Tucson Fire Department and Chief Bidon from Whetstone Fire District would like to add trainees to our truck we have not received formal documentation from either agency. Once our Type 3 Engine is in we plan to

include Engine Boss Trainees which will help augment our staffing and give others the opportunity to obtain invaluable training and experience.

## **FINANCIAL REPORT**

A. Review, discussion and possible action on the monthly financial report for May 2019.

Melissa from JVG gave a PowerPoint presentation reflecting the financial reports for May 2019. A discussion followed.

Mr. Tucker made a motion to accept the May 2019 financial reports. Mr. Huish seconded the motion.

Vote: 3-0

Motion Carried

## **PUBLIC HEARING ON THE FRY FIRE DISTRICT FISCAL YEAR 2019-2020 BUDGET**

Mr. Huish opened the Public Hearing at 7:42pm. There was no public present. Chief Savage reported that he had not received any correspondence from the public regarding the proposed FY2020 Budget.

Mr. Huish closed the Public Hearing at 7:43pm.

## **OLD BUSINESS**

A. Sta. 366 patent from BLM – Environmental impact assessment ongoing.

Chief Savage advised the environmental impact assessment is still pending. An Archeologist from BLM visited station 366; there was nothing significant found.

No action was taken on this agenda item.

## **NEW BUSINESS**

A. Review, discussion and possible action on the Board Resolution 2019-003 annual budget and wage scale.

Melissa from JVG reviewed the budget and wage scale with a PowerPoint presentation and handouts. After a brief discussion Mr. Andersen made a motion to a adopt Board Resolution 2019-003. Mr. Tucker seconded the motion.

Vote: 3-0

Motion Carried

- B. Review, discussion and possible action on the 2020-2030 Capital Improvement Plan.

No additional action taken on the 2020-2030 Capital Improvement Plan as it was previously approved by the Board.

- C. Review, discussion and possible action on the Public Safety Personnel Retirement System Pension Funding Policy.

Chief Savage presented information regarding the adoption of a pension funding policy required by recent legislation. Questions were answered by Chief Savage and Melissa before Mr. Andersen made a motion to accept the Public Safety Personnel Retirement System Pension Funding Policy. Mr. Tucker seconded the motion.

Vote: 3-0

Motion Carried

- D. Review, discussion and possible action on update on the FFD Alcohol and Drug Testing Policy.

Chief Savage reviewed the changes to the policy. After a brief discussion Mr. Andersen made a motion to accept the updated FFD Alcohol and Drug Testing Policy. Mr. Tucker seconded the motion.

Vote: 3-0

Motion Carried

- E. Review, discussion and possible action on the update for the FFD Physical Examinations Policy.

Chief Savage reviewed the changes to the policy, a discussion followed, and questions were answered. Mr. Andersen made a motion to accept the updated FFD Physical Examinations Policy. Mr. Tucker seconded the motion.

Vote: 3-0

Motion Carried

### **REQUEST FROM BOARD MEMBERS**

Mr. Andersen requested a meeting for the station renovation and capital improvement projects. Chief Savage stated a community engagement meeting for

the public is scheduled for July 6, 2019 to review proposed apparatus design specifications and solicit community input for the station renovation project.

Mr. Huish requested a monthly calendar for graduations and personnel events that board members may want to attend. Chief Savage stated we will improve the planning calendar and reminded the board members the AFDA conference is the second week of July.

### **ADJOURNMENT**

Mr. Andersen made a motion to adjourn the Regular Meeting at 8:11 p.m. Motion seconded by Mr. Tucker.

Meeting adjourned at 8:11 p.m.

DATED THIS 20th DAY OF JUNE 2019.



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Joseph Huish,  
Board Clerk  
Fry Fire District Board