

**FRY FIRE DISTRICT
MINUTES OF REGULAR BOARD MEETING
July 17, 2019**

CALL TO ORDER

Mr. McMurtrie called the Regular Meeting of the Fry Fire District Board to order at 7:05 p.m.

ATTENDANCE

Board Members in Attendance: Robert McMurtrie, Board Chairman (by phone)
Joseph Huish, Board Clerk
Thomas Tucker, Board Member
Eric Andersen, Board Member
Norman Sturm, Board Member

Board Members Absent: None.

Staff in Attendance: Mark Savage, Fire Chief
Diana Jones, Billing Supervisor
Melissa Tomlinson, JVG (by phone)
Billy Seamans, BC
John Popp, BC
Kaleb Mauzy, BC

Several 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. Sturm 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 7:06 p.m.

There were no comments from the public.

Call to the public closed at 7:06 p.m.

EMPLOYEE RECOGNITION

Chief Savage recognized Firefighter / Paramedic Austin Nash for successful completion of his probation. Chief Savage administered the loyalty oath and presented FF Nash a new helmet shield and Firefighter badge.

Fry Fire District was recognized by the Cochise County Health and Social Services for support with the 2019 Hepatitis A outbreak with a plaque and certificate of appreciation. Thanks to Paramedics Austin Nash, Michael Bocoock, Nicholas Rivera, John Clark, Jared Haros and Battalion Chief Kaleb Mauzy who have helped to administer vaccines throughout Cochise County.

APPROVAL OF MINUTES

A. Regular Board Meeting on June 19, 2019.

Mr. Tucker made a motion to accept the Regular Board Meeting minutes of June 19, 2019. Mr. Andersen seconded the motion.

Vote: 5-0

Motion Carried

COMMAND STAFF'S REPORT

Chief Savage stated we are current on Staffing for Adequate Fire and EMS Response and Wildland Fire Hazardous Fuels Grants. The Ft Grant crew is making progress in Dead Bear Draw and Emory Oak Ridge. The Tucson crew's chipper has been down for maintenance and we're starting to lose crews lately to local fires. We are working with The Nature Conservancy to explore a daily rental agreement for the use of their chipper.

Chief Savage provided a 48/96 performance update noting individual fire training hours are trending positive. Our 2-man engine days were up again for June but continuing to trend lower than last year as are our monthly fuel costs year to date. Turnout times are still higher than our target. There were two very minor vehicle incidents in the past few months, both on the first day of the shift, both involved an apparatus moving forward.

James Vincent Group (JVG) is continuing to work on our accounts payable coding with Linda running payroll remotely. Rachel Waterbury, our new administrative assistant and Martha Gore our new part-time ambulance billing clerk have started their initial training. Rachel has been able to catch us up on several filing projects that were running behind.

As mentioned last month ambulance revenue collections are continuing to improve. The adjusted revenue collection rate with mandatory adjustments from payers like Medicare and Medicaid increased from 79% FY2018 to 86% in FY2019. A positive trend was also seen with Nogales Fire Department.

We are finally seeing some progress with the relocation of our receiver at the Thorneydale site. The finished project will add an additional 90 feet of elevation to the receiver antenna and improve reception in Palominas and the southern area of our Fire District. We are currently working with SBA to obtain a structural analysis on the tower.

Cochise County IT (CCIT) is still working on issues with our software licenses and are significantly behind schedule on our Office 365 upgrade and server transitions. We've got a new agreement with CDW-G for licensing and CCIT has assured the server transition will follow as soon as the license issues are corrected.

There is no progress report with the Palominas Fire District.

Sierra Vista Fire and Medical Department will be repositioning some of their apparatus. They have ordered a Type 3 engine and anticipate running it out of the station on Avenida Cochise which should improve their responses to our rural fires. This support is greatly appreciated as it will help get additional firefighters to the scene faster.

BC Seamans provided the Board Members incident statistics for June. The overlapping calls and average on-scene times are inflated due to wildland deployment. Response times for EMS and fire training are up a little due to responding to the Palominas area a couple times. The majority of our calls remain medical in nature. We are continuing to work on specifications for the Type-1 engines, the Type-1 medic units and Type-6 brush truck.

BC Popp stated training hours are up and we are starting to do interagency training again.

BS Mauzy reported Fry Fire District sent out a 4-man REMS module (a TRT team) today to Prescott for the Cellar Fire. We are expecting out of state fire assignments to pick up later this month.

The chairman for the Cochise County Wildland Group stepped down and our wildland coordinator, Adam Short, who has been the acting chair accepted the position. We have two new part-time firefighters who will start their initial training next week.

Mr. Sturm asked whether we are earning revenue for use of our equipment. BC Mauzy replied that we are billing an hourly rate for the technical rescue equipment, the ALS kit and one vehicle which helps generate non-tax revenue.

Mr. Sturm stated he is concerned with CCIT and wanted to know if the issue is with Microsoft or Cochise County and whether they being responsive with other support. Chief Savage stated CCIT is extremely responsive with other support issues and that the licensing issue presented a new problem for them. They have also been working a lot to resolve SEACOM issues. We are one of their first IT customers.

Mr. Andersen asked if the bond funds are considered obligated after a contract is signed or if we have to take possession of the equipment. Melissa from JVG believes we have to pay the vendor to have the funds considered spent.

FINANCIAL REPORT

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

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

Mr. Tucker made a motion to accept the June 2019 financial reports. Mr. Sturm seconded the motion.

Vote: 4-0
Motion Carried

OLD BUSINESS

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

Chief Savage advised there has been some transition with personnel at BLM and there is no news regarding the environmental appraisal.

No action was taken on this agenda item.

NEW BUSINESS

A. Review, discussion and possible action on tax payments for the Type 3 Engine

Chief Savage reported there is an additional \$24,603.00 charge for taxes and change orders not invoiced previously. After a brief discussion Mr. Sturm made a motion to approve the payment. Mr. Andersen seconded the motion.

Vote: 4-0
Motion Carried

B. Review, discussion and possible action on an Automatic Aid Agreement with Ft. Huachuca Fire Department.

Chief Savage advised that despite our response procedures, we do not currently have an automatic aid agreement with Ft. Huachuca Fire Department (FHFD). He recommended exploring an automatic aid agreement with FHFD to memorialize the levels of support currently provided.

No action was taken on this agenda item.

C. Review, discussion and possible action on resignation / election of Board Chair.

Chief Savage stated Mr. McMurtrie has been accepted to law school in Oregon and would like to continue serving on the Board but has submitted a resignation from his position as Chairman.

Mr. Sturm nominated Mr. Huish for the chairman position, Mr. Andersen seconded. Mr. Huish accepted the nomination.

Vote: 3-0

Vote Carried

Mr. Sturm nominated Mr. Andersen for the position of Board Clerk, Mr. Tucker seconded, and Mr. Andersen accepted the nomination.

Vote: 3-0

Vote Carried

REQUEST FROM BOARD MEMBERS

There are no requests from the Board.

ADJOURNMENT

Mr. Sturm made a motion to adjourn the Regular Meeting at 7:58 p.m. Motion seconded by Mr. Andersen.

Meeting adjourned at 7:58 p.m.

DATED THIS 18th DAY OF JULY 2019.

A handwritten signature in cursive script, reading "Eric Andersen", written over a horizontal line.

Eric Andersen,
Board Clerk
Fry Fire District Board