

**FRY FIRE DISTRICT
MINUTES OF REGULAR BOARD MEETING
November 20, 2019**

CALL TO ORDER

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

ATTENDANCE

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

Board Members Absent: Norman Sturm, Board Member

Staff in Attendance: Mark Savage, Fire Chief
Diana Jones, Billing Supervisor
Melissa Tomlinson, JVG
John Popp, BC
John Clark
Austin Nash
Nathan Aho

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 7:01 p.m.

There were no comments from the public.

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

APPROVAL OF MINUTES

A. Regular Board Meeting on October 16, 2019.

Mr. Andersen made a motion to accept the Regular Board Meeting minutes of October 16, 2019. Mr. Tucker seconded the motion.

Vote: 4-0.

Motion Carried.

COMMAND STAFF'S REPORT

Chief Savage recognized Battalion Chief Popp for completing the BC Academy this year and successfully completing his Battalion Chief probation. Engineer Allred and Captain Allred were both recommended for the Fry Fire District Firefighter Commendation Award by BC Seamans for their participation in the Handtevy rollout. Mechanic Jimmy Ayers finished successfully replacing the diesel engine in M361, saving the district several thousand dollars in labor costs and completing the repair faster than would have been possible through a dealership.

Chief Savage reported on staffing changes. The Part-Time EMS personnel we hired are up and running day shifts at Station 365. They have already increased daily ambulance staffing and should improve our overall staffing at minimal cost once they have completed their initial on-the-job training. Full-Time Firefighter testing has been completed with three applicants planning to start a three-week mini-academy on November 25th. Two of the new hires came from our Part-Time Firefighter pool and we are hiring more Part-Time Firefighters to fill the vacancies.

The Department of Forestry and Fire Management cancelled their site visit last week to review our Wildland Fire Hazardous Fuels Grants. We are almost finished with the 2015 reallocated funding and are happy with the progress so far. The County Office of Emergency Management built story maps that show the treatment progress to date. New participants are continuing to express interest, particularly near the mouth of Ramsey Canyon; we anticipate being able to treat new participants with the 2018 grant funding.

Chief Savage provided a 48/96 performance update noting individual fire training hours dropped from the previous month. Our two-man engine days (absolute minimum staffing) were back up above 50% in October in part due to employee resignations, wildland deployment and individual injuries and illness.

We are still working to clean up our payroll process and systematize our employee benefits platform to push more functionality out to personnel. Diana Jones is continuing to focus more efforts from our billing department to support collections, and we expect to see our ambulance revenue continue the positive trend.

The Southeast Arizona Communications Center Joint Powers Authority Board will be meeting tomorrow with the Operations Committee to interview two candidates for the Director position. Chief Savage has been meeting with Ms. Yarbrough, the Assistant City Manager, to discuss our recommended infrastructure improvements on FP1 as well as the new pricing structure for subscribers. Chief Savage had a very positive teleconference with Motorola Solutions regarding simulcast upgrades and will be meeting with Mr. Duarte from Cochise County tomorrow afternoon to discuss the upgrades further.

The latest estimate from Gila Communications for the FP1 receiver antenna relocation on Thorneydale from the existing tower to the SBA tower is December 2-3, 2019.

Cochise County IT (CCIT) is working on additional licenses for our new hires. They are still working to ensure all our workstations have the full Office suite with the data server migration still pending.

We offered wildland firefighter trainee positions to Whetstone Fire District and still haven't received a response from Chief Bidon in support of their personnel on our apparatus. Matt Williams is resigning as the Huachuca City Town Manager in December to take a position in Litchfield Park. Mr. Andersen asked whether the Town of Huachuca City can take over a CON. Chief Savage stated that the process can be lengthy and expensive with a hearing before an Administrative Law Judge who makes a recommendation to the Arizona Department of Health Services and that the agency contesting a CON needs to be able to demonstrate that the current provider is not meeting the requirements of their CON. Mr. Andersen asked whether the contract for Fire Services for the Town of Huachuca City will be put out to bid again next year. Chief Savage stated he was unaware of the Town's future plans and anticipates some changes due to the potential changes in administrators.

We completed providing training for basic ambulance operations to Palominas Fire personnel over the past few weeks. This training in conjunction with our Part-Time EMS program should ensure that all patients in Palominas are able to receive optimal care during transport to local hospitals. Several Palominas Fire District personnel were also able to attend our recent live-fire Liquefied Propane Gas training supported by significant donations of time and propane gas from Amerigas.

We still plan to support the Joint Standard Operating Procedure Committee with Sierra Vista Fire and Medical and Fort Huachuca Fire Department. Chief Jones advised that he received no responses from Whetstone Fire District or Palominas Fire District.

The Type 3 Engine is back in the District and in-service after completing two separate two-week assignments in California. Feedback on the truck and new

radios is positive. The pre-construction visit to Rosenbauer for the Type 6 Engine was completed by BC Mauzy, Mr. Ayers, and Captain Short. The anticipated delivery date is approximately 1-year out. The pre-construction visit with Demers for the Type 1 Ambulances is scheduled for the week after Thanksgiving with BC Seamans, Mr. Ayers, and Captain Furnia. The anticipated delivery date is approximately May 2020.

Station 361 roof repairs are ongoing – Sparkman exceeded the competitor’s warranty. The anticipated completion of the project is December 6.

FINANCIAL REPORT

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

Melissa Tomlinson from James Vincent Group (JVG) gave a PowerPoint presentation reflecting the financial reports for October 2019. A discussion followed. The board reviewed the warrants for the month with no questions asked.

Mr. Andersen made a motion to accept the October 2019 financial reports. Mr. Tucker seconded the motion.

Vote: 4-0.

Motion Carried.

OLD BUSINESS

A. Review, discussion and possible action on Sta. 365 remodel request for qualifications.

We received timely proposals from Core/WSM and MDG/Coakley for the remodel on Monday; copies are available in the office for review. Chief Savage and District employees will review the proposals and provide recommendations to the Board prior to the next meeting. A discussion followed.

No action required.

NEW BUSINESS

A. Review, discussion and possible action on the Vehicle Damage Policy.

Chief Savage provided board members a revised vehicle damage policy with the input from labor to better distinguish between vehicle damage and a motor vehicle accident, updated the damage amounts to better reflect current repair costs, and reduced ambiguity between some of the various disciplinary recommendations. A discussion followed.

Mr. Tucker made a motion to accept the Vehicle Damage Policy. Mr. Andersen seconded the motion.

Vote: 4-0.

Motion Carried.

B. Review, discussion and possible action on Arizona State Retirement System participation.

Chief Savage reported to the Board that he met with the Arizona State Retirement System (ASRS) last Friday. They offer government agencies a statewide pension plan with greater stability than PSPRS. We are planning to meet with administrative staff, Melissa Tomlinson, and an ASRS representative tomorrow to discuss options, employee costs, etc. A discussion followed.

No action required.

REQUEST FROM BOARD MEMBERS

There were no requests from the board members.

ADJOURNMENT

Mr. Tucker made a motion to adjourn the Regular Meeting at 7:47 p.m. Motion seconded by Mr. Andersen.

Meeting adjourned at 7:47 p.m.

DATED THIS 21st DAY OF NOVEMBER 2019.

Eric Andersen,
Board Clerk
Fry Fire District Board