

**FRY FIRE DISTRICT
MINUTES OF REGULAR BOARD MEETING
June 17, 2020**

CALL TO ORDER

Mr. Huish called the Regular Meeting of the Fry Fire District Board to order at 7:04 p.m.

ATTENDANCE

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

Board Members Absent: None

Staff in Attendance: Mark Savage, Fire Chief
Diana Jones, Billing Supervisor
Steven Rodriguez, JVG
Ben Archer Clowes, JVG (by video
conference call)

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 7:04 p.m.

There were no comments from the public.

Call to the public closed at 7:04 p.m.

EMPLOYEE RECOGNITION

Chief Savage introduced, Hannah Struse, our new Full-Time Firefighter/EMT. Firefighter/Paramedic Jon Sayler was promoted to Engineer and will be presented with his badge next month.

APPROVAL OF MINUTES

A. Regular Board Meeting on May 20, 2020.

Mr. Andersen made a motion to approve the Regular Board Meeting minutes of May 20, 2020. Mr. McMurtrie seconded the motion.

Vote: 4-0. Mr. McMurtrie abstained.
Motion Carried.

FINANCIAL REPORT

A. Review, discussion and possible action on the monthly financial report for May 2020.

Steven Rodriguez from James Vincent Group (JVG) gave a PowerPoint presentation reflecting the financial reports for May 2020. A discussion followed. The board reviewed the warrants for the month with no questions.

Mr. McMurtrie made a motion to accept the May 2020 financial reports. Mr. Andersen seconded the motion.

Vote: 5-0.
Motion Carried.

COMMAND STAFF'S REPORT

Chief Savage reported the legislature adjourned on May 26, 2020, and all the bills that were not previously passed are now dead. July 6 is the last day to file signature petitions with the County Elections Department for the November 3, 2020 Fire Board election.

Engineer/Paramedic Jonathan Wayne is due back for duty from the National Guard in late August. We have three employees scheduled to complete the Cochise College Paramedic program with testing this September. Hannah Struse is starting the two-year Paramedic curriculum this semester along with three other employees.

We are continuing to work closely with the Cochise County Health Department and Office of Emergency Management (EOC) to support the County-wide COVID 19 response. The EOC has scaled back to 'ready' status with no outside support provided currently. We are continuing to work through the Border Surge

planning process and communicating with the state to pursue cost reimbursement for those efforts.

Positive COVID 19 results have increased in Arizona due to more testing and termination of the lockdown. We are continuing to provide our personnel with guidance regarding infectious control and are continuing to push out appropriate personal protective equipment (PPE). We have additional inventory both in stock and on order with a few grant applications pending to help with funding. Our stations are still temporarily closed to the public as we continue taking aggressive steps to minimize our employees' exposures both on and off duty.

Given the local and cross-border surge planning we have supported, we are confident that we are prepared for whatever comes our way. Although we have plans in place to augment our emergency response staffing and patient transport capacity, we have lifted the temporary moratorium on paid time off (PTO) so our personnel can use accrued leave prior to the end of the fiscal year. To date, we haven't seen any critical staffing shortages due to COVID 19 and have been able to accommodate sick leave and previously scheduled annual leave.

We are in fire season and have seen recent increases in fire activity. A smoldering fire pit from a backyard started a fire on Glisch Road that ultimately burned down two mobile homes and a garage.

We provided a Rapid Extraction Module Support (REMS) team to support the Emigrant Fire in the Chiricahua's. The team was reassigned to the Bringham Fire between Morenci and Springerville the day after they returned, along with our UTV. We also have our Type 3 Engine deployed to the Bighorn Fire in Tucson; the crew is assigned to structure protection in Summerhaven on Mt. Lemmon.

We received approval on a few new grants, and we have a few requests pending including an application for additional PPE with Assistance to Firefighters Grants for \$17,250.00. There has been no word on the \$3,800.00 funding from the Legacy Foundation for tablets to support a telehealth program, or the \$176,000.00 grant from the Department of Forestry and Fire Management for hazardous fuel reduction.

Due to COVID 19 the Staffing for Adequate Fire & Emergency Response (SAFER) grant application period was extended and financial requirements were modified. We requested funding for three additional firefighters from 2021 to 2024. The cost-match was waived; if we are approved, they will fund 100% of the total employee costs and burden for the full period.

Administrative personnel are continuing to flex their schedules to minimize contact hours while maintaining critical financial and payroll services. We will be looking to add another Part-Time employee to provide support with payroll and ambulance data entry.

Director, Allen Smith, of Southeast Arizona Communications Center is continuing to increase staffing. Local Public Safety Answering Points experienced an outage in the 911 system for a few hours on the morning of June 6 with local calls routed through a single cell phone in dispatch until the Department of Public Safety picked up the load. We did not lose phone service at any of our fire stations. We are continuing to move ahead with the county-wide dispatch project and are looking forward to supporting true county-wide fire dispatching while taking advantage of greater radio coverage. ProQA will be hosting a Stakeholder Kickoff event at 9:00 a.m. on June 23 at Station 203. ProQA will provide dispatchers a flow chart to work through as 911 callers are interviewed and provide callers' instructions prior to the arrival of first responders.

Cochise County is still working to finalize our server move. They have expressed concerns about liability for ransomware attacks. We provided our current insurance information and will see whether they are comfortable continuing to provide IT support or we will need to find a different vendor. We have installed five new workstations and we are upgrading four additional computers.

There is no progress to report with public access to the radio tower in Huachuca City. We continue to offer support to Huachuca City Police Department Chief Thies.

Chief Savage and our Battalion Chiefs met with Sierra Vista Fire and Medical Departments' Chiefs to renew our Joint Operation's discussions this month and we are looking forward to getting back up and running with the development of joint SOPs for use with ProQA.

The Bureau of Land Management has been working on the Environmental Assessment for the land purchase at Station 366. The process is pending review and final approval and will be published on E Planning (online). A Notice of Realty Action will also be published in the Federal Register.

PUBLIC HEARING ON THE FRY FIRE DISTRICT FISCAL YEAR 2020-2021 BUDGET POSTED MAY

A. Open the Public Hearing

Mr. Huish opened the Public Hearing for discussion on Fry Fire District's Fiscal Year 2020-2021 budget at 7:30 p.m.

There were no comments from the public.

B. Close the Public Hearing

Mr. Huish closed the Public Hearing at 7:31 p.m.

OLD BUSINESS

A. Sta. 365 remodel / renovation update.

Chief Savage reported there is no news from Core regarding the civil engineering survey or concerns regarding the roof slope over the classroom and setbacks from the leach field. Subcontractors are starting to make site visits to review our current systems. WSM Architects are working on the design plans.

There was no action taken on this agenda item.

NEW BUSINESS

A. Review, discussion and possible action on Board Resolution 2020-003, FY2021 Annual Budget and Wage Scale.

Ben Archer Clowes from JVG provided an overview of the proposed FY2021 budget and a five-year projection. Chief Savage presented options to the proposed paramedic incentive discussed last month. A discussion followed.

Mr. Sturm prefers the education benefit over an across-the-board paramedic pay increase.

Mr. McMurtrie made a motion to accept the Board Resolution 2020-003, FY2021 Annual Budget and Wage Scale. Mr. Andersen seconded the motion.

Vote: 5-0.

Motion Carried.

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

Chief Savage provided Board Members updated Capital Improvement Plan reports for 2020-2030. A discussion followed.

Mr. Andersen made a motion to accept 2020-2030 Capital Improvement Plan. Mr. McMurtrie seconded the motion.

Vote: 5-0.

Motion Carried.

C. Review, discussion and possible action on the PSPRS Pension Funding Policy.

Steven Rodriguez from JVG presented Board Members an updated PSPRS Pension Funding Policy. A discussion followed.

Mr. McMurtrie made a motion to accept the PSPRS Pension Funding Policy. Mr. Andersen seconded the motion.

Vote: 5-0.
Motion Carried.

D. Review, discussion and possible action on Wildland IGA with Sunsites-Pearce Fire District.

Chief Savage provided background information on the proposed Wildland IGA with Sunsites-Pearce. A discussion followed.

Mr. McMurtrie made a motion to accept the Wildland IGA with Sunsites-Pearce Fire District. Mr. Andersen seconded the motion.

Vote: 5-0.
Motion Carried.

E. Review, discussion and possible action on Fire Chief's Annual Performance.

The Board discussed two examples of evaluations for the Chief. Mr. Sturm would like each Board Member to complete an evaluation prior to meeting and developing one evaluation for the Chairman to present to Chief Savage. Mr. McMurtrie would like Chief Savage to complete and provide the self-evaluation portion to the Board in advance. The Board would like to meet in July to provide the Fire Chief's Annual Performance evaluation in an executive session.

There was no action taken on this agenda item.

REQUEST FROM BOARD MEMBERS

There were no requests from the board members.

ADJOURNMENT

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

Meeting adjourned at 8:11 p.m.

DATED THIS 18th DAY OF JUNE 2020.

Eric Andersen,
Board Clerk
Fry Fire District Board