



Buckskin Fire Department

8500 RIVERSIDE DR., PARKER, ARIZONA
PHONE: 928-667-3321 FAX 928-667-3431

MINUTES OF THE BUCKSKIN FIRE DEPARTMENT DISTRICT FIRE BOARD

01/09/19-Open Meeting: Minutes to be approved at open public meeting on Wednesday, February 13, 2019. An Open Meeting of the Buckskin Fire Board convened on January 9, 2019 at 7:00 pm in the classroom of Station 1 of the Buckskin Fire Department located at 8500 Riverside Drive, Parker, AZ 85344 directly after a Work Session that convened at 6:00 pm. The following matters were discussed at the Open Meeting.

1. Call to Order: 7:00 pm
2. Roll Call.
Members Present: *Current Chairman Jeff Daniel, Secretary/Clerk: Don Rountree, board members Wayne Posey, John Mihelich and Jeff McCormack*
Staff Present: *Chief Maloney, Barbara Cole,*
Public Present: *Brian Hemmerle from Audit firm Henry & Horne.*
3. (Discussion and Possible Action Item): Auditor from Henry & Horne to go over the Fiscal Year-End Audit of 06/30/18.
Auditor Brian Hemmerle went over the audit report and financial statements, reported no issues regarding the audit.
There were no comments or actions taken.
4. **Call to the Public.** Consideration and discussion of comments from the public. *Those wishing to address the Buckskin Fire District Board need not request permission in advance Pursuant to A.R.S. § 38-431.01(G), the Fire District Board is not permitted to discuss or take any action on items raised in the call to the public that is not specifically identified on the Agenda. However, individual Board members may be permitted to respond to criticism directed to them. Otherwise, the Board may direct that staff review the matter or ask that the matter be placed on a future agenda. Public input is limited to two (2) minutes per session unless a greater amount of time is approved by the Board. **The Fire District Board cannot discuss or take legal action on any issue raised during the Call to the Public that is not on the current Agenda; due to restrictions of the Open Meeting Law.***
No public present.
5. (Action Item): Approval of Minutes submitted for the Open Meetings held on 12/12/18.
Motion made by Wayne Posey for the approval of Minutes for the meeting of 12/12/18 as per written, along with a second from Don Rountree.
There were no comments or questions prior to voting
Ayes: Daniel, Posey, Rountree, Mihelich & McCormack
Nayes:
Absent:
Abstain:
Chairman Daniel: Motion passed by a unanimous vote on agenda item #5



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6. (Action Item): Discussion and Possible Action: Acceptance of monthly expense report 12/01/18 – 12/31/18. All transactions approved by Administrative Fire Chief; documentation for these expenses were reviewed and authorized by a minimum of two Fire Board Members whose signatures are on the warrants issued to vendor(s), as per Buckskin Fire District policy and procedures. *Motion was made by Don Rountree for the acceptance of the monthly financial reports and expense reports for 12/01/2018-12/31/18, along with a second from Wayne Posey.*
There were no comments or questions prior to voting.
Ayes: Daniel, Posey, Rountree, Mihelich & McCormack
Nays:
Absent:
Abstain:
Chairman Daniel: Motion passed by a unanimous vote on item #6.
7. (Discussion/Informational Only): Information regarding new PSPRS Actuarial for 2018.
PSPRS Retirement information works a year behind and the discussion was based on what the new percentages would be starting in fiscal year beginning July of 2019.
8. (Discussion and Possible Action): Regarding Policy Manual and Draft Policies.
 - DUI Off-Duty Policy, as reviewed by Legal Counsel #2.6.5.
Motion made by Don Rountree along with a second from Jeff McCormack to approve the DUI Off-Duty Policy as written by Legal Counsel.
There were no comments or questions prior to voting
Ayes: Daniel, Posey, Rountree, Mihelich & McCormack
Nays:
Absent:
Abstain:
Chairman Daniel: Motion passed by a unanimous vote on agenda item #8
9. (Report) Chairman's Report: Jeff Daniel
No Report given
10. Fire Chief's Report: *See Attached Reports.*
 - A. Summary of Incident Report/Activity Log
 - B. Monthly Activities
 - C. Upcoming Activities and Events
11. Ask Board Members for ***items to be considered for inclusion on next agenda.***
Nothing extra added.
12. **Schedule next Regular Session;**
Next scheduled meeting will be Wednesday, February 13, 2019, at 6:00 pm.
13. Adjourn: 7:56 pm



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Jeff Daniel
Jeff Daniel, Chairman

2-13-19
Date

Barbara Cole

01/25/19

Administrative Assistant

Date

Minutes approved by: [Signature] Date: 2/13/19

Minutes approved by: [Signature] Date: 2-13-19

PERSONS WITH A DISABILITY MAY REQUEST A REASONABLE ACCOMMODATION BY CONTACTING, TROY MALONEY, FIRE CHIEF OF BUCKSKIN FIRE DEPARTMENT (928) 667-3321 PRIOR TO THE SCHEDULED MEETING. FACILITIES ARE HANDICAPPED ACCESSIBLE.



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Chief's Monthly Report - December

Troy Maloney, Fire Chief

As this is written on Thursday, January 3rd, additional updates will be provided at the next Board meeting.

Personnel:

Apparatus: We have taken delivery of a new command vehicle. It is scheduled to go to Phoenix on January 24th for the emergency lighting and radio installations.

Facilities: We have received notification from JRM Environmental who conducted air sampling at station 11 and they found no traces of mold spores. Crews are working on making the repairs to the stations as per the inspections report from AmeriSpec.

Incidents: (the incidents listed below are only the calls for service that stood out from the normal call volume/types)

Dec 2nd, at 04:05 am, Engine-1101 and Chief-1100 responded into the Town of Parker for a vehicle fire with exposure to a structure.

Dec 2nd, at 04:25 am, Engine-1101 and Chief-1100 responded into the Town of Parker for a mobile home fire with exposure to another mobile home.

Dec 2nd, at 04:49 am, Engine-1101 and Chief-1100 responded into the Town of Parker for a structure fire and vehicle fire with exposure to another structure.

Dec. 8th at 6:30PM, Squad-1151 responded to the report of a UTV rollover accident in the area of the Desert Bar and the shooting range off of Cienega Springs Road. Squad-1151 arrived in the area and searched to find a UTV that had rolled over in a wash about 1-1/4 miles west of the road. Squad -1151 crews hiked to the accident scene to find two occupants who had been wearing their safety equipment and not injured. The crew walked the occupants out to safety and give them a ride back to their local residence.

Dec 17th at 10:11 PM, Engine-1101 and Chief-1100 responded to the report of smoke in the County Jail in Parker with fire alarms sounding. Engine-1102 moved up to station

11 for District coverage. Parker FD arrived on scene to find a dryer fire that they extinguished and canceled Buckskin units.

Dec 19th at 6:57 PM, Engine-1101 and Chief-1100 responded to the Blue Water Resort for a fully involved RV fire. Engine-1102 moved up to station 11 for coverage. Buckskin units were canceled while enroute. Fire was extinguished by CRIT and Parker FDs.

Dec 20th at 00:35 AM, Engine-1102 and Chief-1100 responded to a vehicle rolled over in a canal near the AZ/CA bridge for rescue divers. Engine-1101 remained in District for coverage. Chief-1100 and Engine-1102 arrived with CRIT and Parker FDs to find the vehicle upside down under water and unoccupied.

Dec 21st, Engine-1101, Engine-1102 and Chief-1100 attended a Christmas event hosted by the Castle Rock Shores resort where we were invited to judge their lighted parade.

Dec 21st, at 8:40 PM, Engine-1102 and Chief-1100 responded mutual aid to the Black Meadow Landing RV park at the request of San Bernalillo County Fire Department for two people who fell off of a cliff and where injured.

Dec 21st, at 10:30 PM, Engine-1101, Engine-1102 and Chief-1100 responded to a rollover accident on Hwy-95 near mile marker 157.5

December 31st, at 08:33 AM, Engine-1101 and Chief-1100 responded to a structure fire at a single-family dwelling on 11th street in Parker. Engine-1102 moved up to station 11 for coverage. Engine-1101 and Chief 1100 arrived along with Parker Fire Department to find smoke coming out the front door. Occupants were out of the house and reporting the fire in a laundry room. The fire was contained to laundry room and extinguished by fire crews. No injuries or other damage as reported.

Finances: Our FY-17/18 annual audit will be presented by Henry-Horne to the Board and public at our regularly schedule Board meeting on January 9th.

PSPRS contribution rates came out last week and ours went up to 48.21%. This is a result of the normal increases having less personnel to share in the annual debt payment.

Administration: We are working on reviewing and updating Standard Operating Guidelines (SOGs). SOGs apply to day to day operations/response of fire crews and are approved/revised by the fire chief.

Dec. 10th, met with AMR/River Medical Operational Manager Brad Shelton to discuss radio communications and scene command on emergent incidents.

Dec 27th, met with Lake Havasu City Fire Chief Brain Davis to discuss mutual aid and training opportunities.

We are working on applying for grants with the USDA Rural Development and U.S. Department of Homeland Security Port Security to assist with funding for the fire/rescue boat.

We have disseminated the new policy manual that the Fire Board approved and we are in the process of training everyone on it.

The Arizona State Deputy Fire Marshal has been conducting fire inspections on the commercial businesses in our district. Lt. Fernandes has been shadowing him on these inspections. I am pleased with the Deputy Fire Marshal's approach and tact with our business owners and we are receiving cooperative responses.

Reminder: The annual Arizona Fire Districts Association (AFDA) conference is being held in Laughlin, NV on January 17-19, 2019.

Buckskin Fire Department

Parker, AZ

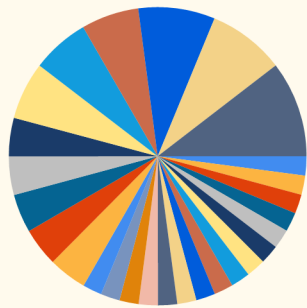
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Count of Incidents by Incident Type per Zone

Incident Status: All | Start Date: 01/01/2019 | End Date: 01/31/2019

% of Incidents per Zone



- Area 1 - Betor Shores
- Area 1 - Branson's Resort- On the Colorado River
- Area 1 - Casa Del Rio Condos
- Area 1 - Cienega Springs
- Area 1 - Cienega Springs Launch Ramp
- Area 1 - Fox's RV Park Resort
- Area 1 - Jolly Knight
- Area 1 - La Paz County Park
- Area 1 - Moovalya Keys 1/ Vista Del Monumento
- Area 1 - The Bar
- Area 2 - Bill Williams Bridge/ MP 162
- Area 2 - Hillcrest Bay
- Area 2 - Holiday Inn Motel
- Area 2 - Moonridge Marina 1
- Area 2 - Winner's Circle/ Floaters
- OOD - Out Of District

INCIDENT TYPE	# INCIDENTS	% of TOTAL
Area 1 - Betor Shores		
321 - EMS call, excluding vehicle accident with injury	1	2.08%
Zone: Area 1 - Betor Shores Total Incident:	1	2.08%
Area 1 - Branson's Resort- On the Colorado River		
554 - Assist invalid	1	2.08%
Zone: Area 1 - Branson's Resort- On the Colorado River Total Incident:	1	2.08%
Area 1 - Casa Del Rio Condos		
321 - EMS call, excluding vehicle accident with injury	1	2.08%
Zone: Area 1 - Casa Del Rio Condos Total Incident:	1	2.08%
Area 1 - Cienega Springs		
321 - EMS call, excluding vehicle accident with injury	1	2.08%
Zone: Area 1 - Cienega Springs Total Incident:	1	2.08%
Area 1 - Cienega Springs Launch Ramp		
321 - EMS call, excluding vehicle accident with injury	1	2.08%
Zone: Area 1 - Cienega Springs Launch Ramp Total Incident:	1	2.08%
Area 1 - Cienega Springs Trailer Park		
651 - Smoke scare, odor of smoke	1	2.08%
743 - Smoke detector activation, no fire - unintentional	1	2.08%
Zone: Area 1 - Cienega Springs Trailer Park Total Incident:	2	4.17%
Area 1 - Fox's RV Park Resort		
321 - EMS call, excluding vehicle accident with injury	1	2.08%
Zone: Area 1 - Fox's RV Park Resort Total Incident:	1	2.08%
Area 1 - Jolly Knight		
321 - EMS call, excluding vehicle accident with injury	1	2.08%
Zone: Area 1 - Jolly Knight Total Incident:	1	2.08%

Report shows count of incidents for Status selected.

INCIDENT TYPE	# INCIDENTS	% of TOTAL
Area 1 - La Paz County Park		
321 - EMS call, excluding vehicle accident with injury	1	2.08%
Zone: Area 1 - La Paz County Park Total Incident:	1	2.08%
Area 1 - Lakeside 1/ Lower Lakeside/ MP 148		
321 - EMS call, excluding vehicle accident with injury	2	4.17%
651 - Smoke scare, odor of smoke	1	2.08%
Zone: Area 1 - Lakeside 1/ Lower Lakeside/ MP 148 Total Incident:	3	6.25%
Area 1 - Lakeside 2/ Beanpot Hill/ MP147.7		
321 - EMS call, excluding vehicle accident with injury	2	4.17%
510 - Person in distress, other	1	2.08%
554 - Assist invalid	1	2.08%
Zone: Area 1 - Lakeside 2/ Beanpot Hill/ MP147.7 Total Incident:	4	8.33%
Area 1 - Lakeside 5		
321 - EMS call, excluding vehicle accident with injury	3	6.25%
554 - Assist invalid	2	4.17%
Zone: Area 1 - Lakeside 5 Total Incident:	5	10.42%
Area 1 - Moovalya Estates		
321 - EMS call, excluding vehicle accident with injury	1	2.08%
324 - Motor vehicle accident with no injuries.	1	2.08%
531 - Smoke or odor removal	1	2.08%
Zone: Area 1 - Moovalya Estates Total Incident:	3	6.25%
Area 1 - Moovalya Keys 1/ Vista Del Monumento		
321 - EMS call, excluding vehicle accident with injury	1	2.08%
Zone: Area 1 - Moovalya Keys 1/ Vista Del Monumento Total Incident:	1	2.08%
Area 1 - Moovalya Keys 2		
321 - EMS call, excluding vehicle accident with injury	2	4.17%
Zone: Area 1 - Moovalya Keys 2 Total Incident:	2	4.17%
Area 1 - The Bar		
551 - Assist police or other governmental agency	1	2.08%
Zone: Area 1 - The Bar Total Incident:	1	2.08%
Area 1 - Upper Marina Manor		
321 - EMS call, excluding vehicle accident with injury	2	4.17%
Zone: Area 1 - Upper Marina Manor Total Incident:	2	4.17%
Area 2 - Bill Williams Bridge/ MP 162		
600 - Good intent call, other	1	2.08%
Zone: Area 2 - Bill Williams Bridge/ MP 162 Total Incident:	1	2.08%
Area 2 - Buckskin State Park/ MP 154.5		
322 - Motor vehicle accident with injuries	1	2.08%
622 - No incident found on arrival at dispatch address	1	2.08%
Zone: Area 2 - Buckskin State Park/ MP 154.5 Total Incident:	2	4.17%

Report shows count of incidents for Status selected.

INCIDENT TYPE	# INCIDENTS	% of TOTAL
Area 2 - Castle Rock Shores		
321 - EMS call, excluding vehicle accident with injury	3	6.25%
554 - Assist invalid	1	2.08%
Zone: Area 2 - Castle Rock Shores Total Incident:	4	8.33%
Area 2 - Havasu Springs/ MP 159.2		
321 - EMS call, excluding vehicle accident with injury	2	4.17%
Zone: Area 2 - Havasu Springs/ MP 159.2 Total Incident:	2	4.17%
Area 2 - Hillcrest Bay		
321 - EMS call, excluding vehicle accident with injury	1	2.08%
Zone: Area 2 - Hillcrest Bay Total Incident:	1	2.08%
Area 2 - Holiday Inn Motel		
322 - Motor vehicle accident with injuries	1	2.08%
Zone: Area 2 - Holiday Inn Motel Total Incident:	1	2.08%
Area 2 - Moonridge Marina 1		
321 - EMS call, excluding vehicle accident with injury	1	2.08%
Zone: Area 2 - Moonridge Marina 1 Total Incident:	1	2.08%
Area 2 - Verde West		
321 - EMS call, excluding vehicle accident with injury	3	6.25%
Zone: Area 2 - Verde West Total Incident:	3	6.25%
Area 2 - Winner's Circle/ Floaters		
321 - EMS call, excluding vehicle accident with injury	1	2.08%
Zone: Area 2 - Winner's Circle/ Floaters Total Incident:	1	2.08%
OOD - Out Of District		
611 - Dispatched & cancelled en route	1	2.08%
Zone: OOD - Out Of District Total Incident:	1	2.08%
TOTAL INCIDENTS FOR ALL ZONES:	48	100%

Report shows count of incidents for Status selected.