

MINUTES OF THE  
BUCKSKIN FIRE DEPARTMENT DISTRICT FIRE BOARD

12/14/16 –**Open Meeting** Minutes to be approved at open public meeting on January 18, 2017. A public Open Meeting of the Buckskin Fire Board was convened on December 14, 2016 at 6:00pm in the classroom of Station I of the Buckskin Fire Department located at 8500 Riverside Drive, Parker, AZ 85344. The following matters were discussed at the Work Shop/Open Meeting. The Board may vote to go into Executive Session pursuant to A.R.S. §38-431.03.(A.3) on any item of the agenda.

1. **Call to Order:** 6:00pm

2. **Roll Call:**

Members Present: Acting Chair Glenda Gerson, Robert Gory, Jeff Daniel, Don Rountree and Wayne Posey.

Staff Present: Chief Chris Chambers

Guest Speaker:

Public Present: Bill Brown, Barry Gerson, Gary Svider,

3. (Action Item) **Oath of Office for newly elected Fire Board members - to be administered by current Fire Board members; (Secretary/Clerk Glenda Gerson and/or Board Member Robert (Bob) Gory; and to sign Oath of Office document.** Originals to be maintained by Buckskin Fire Department and to send copies to the La Paz County Board of Supervisors. Acting Chair Glenda Gerson brought forth to the Board if necessary to take the Oath of Office. Jeff Daniel stated that he had received his information with a self addressed stamped envelope to return. Wayne Posey brought his Oath of Office to the meeting as requested by Administrative Assistant Pattie Lonnee. No further action required.

\*\*\*Note: On November 29, 2016 an email was sent to the newly elected Fire Board Members as well as the current Fire Board Members with the following information and link to reference A.R.S. Title 48:

<http://www.azleg.gov/arsDetail/?title=48>

1. A.R.S Title 48 Statures pertaining to Fire Districts
2. Open Meeting Law - in a nutshell
3. Chapter 7 - AZ Opening Meeting Law
4. A.R.S. 48-805 Training Requirement for Fire Board & Fire Chief
5. Fire Board Rules and Regulations
6. BFD Internal Controls Policy

4. (Action Item) **Elect new officers of the Buckskin Fire Board in open voting.** Acting Chair Glenda Gerson asked for nominations. Wayne Posey made the motion to nominated Jeff Daniel as Chairman, seconded by Board Member Don Rountree.

Ayes: 5

Nayes: 0

Absent:

Abstain:

At this time newly elected Chairman Jeff Daniel proceeds with meeting. Chairman Jeff Daniel made the motion to nominate Wayne Posey as Secretary/Chair; seconded by Board Member Bob Gory.

Ayes: 4, Chairman Jeff Daniel, Board members Bob Gory, Don Rountree and Wayne Posey

Nays: 1, Board Member Glenda Gerson

Absent:

Abstain:

5. (Action Item) **Newly Elected Chairman to proceed with the remainder of the meeting.** As noted on agenda item 4; newly elected chairman took over meeting on item 4.
6. (Action Item) **All Board members to sign document:** Official authorized signatures of new Fire Board for accounts held at the La Paz County Treasurers office. Chairman Jeff Daniel turned meeting over to Chief Chambers at which time he explained the document that required all board members to sign and obtained signatures.
7. (Action Item) **Approval of Minutes** submitted for the Open Meeting held on November 9, 2016. Chairman Jeff Daniel asked if there is a motion at which time Board Member Glenda Gerson stated she so moved. Board Member Wayne Posey asked for a discussion. As he recalled Monty Rust was not on the phone at that time and asked for modifications to the minutes. Chairman Jeff Daniel stated something about talking to Pam, but tape was not clear nor could his comments be clearly heard. At this time, Chairman Daniel asked for a motion to approve the minutes from the meeting held on November 9, 2016; motion made by Board Member Glenda Gerson to approve the minutes with the corrections; seconded by Bob Gory. Chairman Daniel asked for a vote and at this time Board Member Wayne Posey states he does not feel that he can vote as he was not a Board Member at the November meeting.  
Ayes: 2, Board members Glenda Gerson and Bob Gory  
Nays:  
Absent:  
Abstain: 3, Chairman Daniel; Wayne Posey and Don Rountree
8. (Action Item) Discussion and Possible Action: **Acceptance of monthly expense report 11/01/16-11/30/16.** 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. Discussion: Secretary/Chair Wayne Posey commented on the Chart of Accounts and the Fund Balance Report does not show Chase Bank Wildland Account. He also questioned the transaction register, page three, GL 606 \$8723.32 and not seeing the credit to the Wildland Fund Account and requested a report showing the debits and credits. Motion made by Board Member to accept the monthly expense report; seconded by Board Member Bob Gory.  
Ayes: 4, Chairman Jeff Daniel, Board members Glenda Gerson, Bob Gory and Don Rountree.  
Nays:  
Absent:  
Abstain: 1, Wayne Posey
9. Discussion and Possible Action: Update on **Administrative Assistant applications.** Chairman Jeff Daniel turned the meeting over to Chief Chambers. There are no local qualified applicants, and we have two applicants from Havasu. Due to the holidays, interviewing and testing will take place after the holidays. Chairman Daniel asked if current administrative assistant will stay to train and Chief Chambers replied yes.
10. (Report) **Chairman's Report:** Nothing at this time.

## 11. (Report) **Fire Chief's Report**

### a. Summary of Incident Report/Activity Log

Buckskin Fire Department Run review 11-4-16 to 12-6-16

Medical Aid Calls	34
Wildland Fire Responses	36
Public Assist	2
Smoke Alarm	1
Haz-Mat Responses	1
Vehicle Accidents	3
Boat Accidents	1
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Total Responses	78

1101	22
1151	20
1132	25
St. 11	1
1131	1
Brush 11	12
Boat 1	1
1152	1
1151 & 1101	3
1151 & 1152	1

### Monthly Activities 11-9-16 to 12-6-16:

- IMD: Medical Training was Intra- nasal medication. The MAD device. Drug box check outs. Switching out expired meds.
- EMT class is ending and we have locals that will be testing for the future list at Buckskin. We have two of our current POC's in the program. We just had a third who graduated from Kilgore Academy in Texas.
- F.F. testing will be December 11<sup>th</sup> -14<sup>th</sup>. We will hold the written and physical on the 11<sup>th</sup> and follow up with oral boards. We have over 20 candidates at this time. We have a paramedic who is leaving for full time employment with a college. We do have two paramedics that are testing this month.

\*\*At this point in Chief Chambers report, Secretary/Clerk Wayne Posey began asking questions regarding how many of the original Safer Grant FFs do we still have and asking the admin assistant to create some type of personnel report showing hire dates, reason for leaving, turn-over rate. Then proceed to discuss the website needing to be updated.

- Captain Pellerin and I completed a TLO program through the State of Arizona and DPS. This could help with grant funding in the future and haz-mat grants. It was paid for from the state and we will be reimbursed for expenses.
- Buckskin had its ISO audit today. We did very well and with the addition of the new firefighters it could lower our rating even more. We will get confirmation when it is complete. We have to do some hydrant testing and get back with them.

- The FEDS along with LaPaz emergency management are putting on a Haz-mat/WMD class this week. This is free to Buckskin we have around 15 in the class and Havasu Fire sent down a few of their firefighters.
- Safer grant is conducting preliminary audit. Pattie and Barb will be getting the information together over the next few weeks.

\*\*At this point in Chief Chambers' report, Board Member Bob Gory asked if the new laws that are trying to be passed would be advantages to the department. Chief Chambers replied that yes that the restructuring is definitely advantages to us. Secretary/Clerk Wayne Posey asked because he had heard beginning next year, the contributions would be a 50/50 split.

- The pump for 1102 is approx. 3 weeks out for delivery. It should be complete in January.
- Lt. Weatherford and Tyler Kowalski did an excellent job in Georgia. This should definitely help out our Wildland Fund. Hopefully we will have some totals before the board meeting.
- Engine boss Eric Foerstner, Paramedic Joe Maxwell and F.F. Cory Shelton are still out on the fire in Tenn. They have received a little rain that has helped slow the fire down.
- Buckskin participated in the lighted boat parade with Santa on the fire boat. We had a small detour to rescue a stranded boat that got stuck on a sand bar before resuming. We ended at Echo Lodge as usual. The men did a great job as usual!

**Monthly Totals For Buckskin Fire District  
November, 2016**

	Last Month (Nov)		All Year (2016)	
	# Claims	\$ Amount	# Claims	\$ Amount
<b>Claims Submitted</b>	0	\$0.00	16	\$6,852.00
<b>Payments Received By FRUSA</b>	0	\$0.00	8	\$3,438.08
<b>Claims Denied</b>	0	\$0.00	0	\$0.00
<b>Non-Billable (Other)</b>	0	-	2	-

Upcoming Events or Classes:

- The next AFDA Board meeting is slated for December 1, 2016 at 10:00 a.m. at the Glendale Regional Public Safety Training Campus (GRPSTC), Glendale, Az.
- January 12, 13 & 14, 2017 - AFDA Winter Conference & Required Fire Board Educational Seminars - Aquarius Resort, Laughlin, NV
- Wiatt Wong from VFIS gives classes for Fire Boards. I am trying to schedule him for the near future. I will keep you updated. This would include Parker Fire and take place around 6pm to 9pm. Dates to schedule would be requested at the end of the month.

12. **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 action on any item 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.***

13. Poll Board Member for **items to be considered for inclusion on next agenda.**

- i. Discussion with legal counsel regarding interim chief/senior captain
- ii. Discussion to re-evaluate purchase of Type 111

14. **Schedule next Work Session and/or Regular Session;** set date and time.  
January 18, 2016, 6:00pm

15. Adjourn.

\_\_\_\_\_  
Jeff Daniel, Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Pattie Lonnee  
Administrative Assistant

\_\_\_\_\_  
1/11/17  
Date

Minutes approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Minutes approved by: \_\_\_\_\_ Date: \_\_\_\_\_

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