

MINUTES OF THE
BUCKSKIN FIRE DEPARTMENT DISTRICT FIRE BOARD

2/8/17 –**Open Meeting** Minutes to be approved at open public meeting on March 8, 2017. A public Open Meeting of the Buckskin Fire Board was convened on February 8, 2017 at 6:03pm 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 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:** 6:03pm

2. **Roll Call:**

Members Present: Chairman Jeff Daniel, Secretary/Clerk Wayne Posey, Board Member Glenda Gerson, Robert Gory, and Don Rountree

Staff Present: Chief Chris Chambers, Firefighter/Paramedic Joe Maxwell, and Erick Felix

Guest Speaker: Nathan Lewis

Public Present: John Mihelich, Barry Gerson, Gary Svider, Debbie (?), and Mark Durham.

3. (Action Item) **Approval of Minutes** submitted for the Open Meeting held on January 18, 2017. Chairman Jeff Daniel, I will entertain a motion; Board Member Glenda Gerson need to add Mark Durham as a guest and then I so move to approve the minutes from January 18, 2017; seconded by Secretary/Clerk Wayne Posey.

Ayes: 5, Chairman Jeff Daniel please note vote was unanimous on item number 3.

Nayes:

Absent:

Abstain:

4. (Action Item) Discussion and Possible Action: **Acceptance of monthly expense report 1/01/17-1/31/17.** All transactions approved by Administrative Fire Chief; documentation for these expenses were reviewed and authorized by a minimum of two Fire Board. Chairman Jeff Daniel, I will entertain a motion. Motion made by Board Member Glenda Gerson to accept the monthly expense report 12/01/16 – 12/31/16; seconded by Wayne Posey.

Ayes: 5, Chairman Jeff Daniel please note vote was unanimous on item number 4.

Nayes:

Absent:

Abstain:

5. (Discussion) **Re-evaluate purchase of the Type 111 approved during the November 2015 Board Meeting.** Chairman Daniel turned the discussion over to Chief Chambers. Chief Chambers states that he had provided a timeline that dated back to 2009 when the department had applied for a grant to purchase a Type 111 and it was not successful and asked the Board Members if they wanted him to go over again. Wayne Posey states that May 2016 the apparatus committee had made a decision to select the manufacturer for the Type 111 and asked who the committee consisted of. Chief Chambers: myself, Captain Byrd, Captain Cramer, Lt. Jason Weatherford. Wayne Posey: June 2016 there was an action item to approve and sign the contract for the Type 111 and then tabled until July 2016; and I believe the November action item had mentioned something about going out to bid. Did you actually do a specification? Chief Chambers replied yes. Wayne Posey then asked why the Board had not seen the bids. Chief Chambers: We solicited bids from four manufacturers and then looked at them and then we came up with the one that best fit our needs including price. Wayne Posey: Was this the lowest bid? Chief Chambers: It was one of the lowest bids, they were all part of the procurement package that we had to provide to the attorney, including our policy which states we have to obtain three bids. Chief Chambers begins to explain the types of vehicles and Wayne Posey stated I'm

not really concerned with the types of problems with the rigs; I'm trying to figure out if the policy was followed.

Chief Chambers: We had a general spec that we went with, and they all fell within that, but we were able to change this rig and add features. Pierce could not rearrange/make changes, it's a Cal Fire spec truck so we couldn't make some of the changes we wanted and that is why we went with the Rosenbauer.

Wayne Posey: The amount approved by the board not to exceed \$360K is a little misleading; it's a 10 year lease with a very good interest rate, but the actual cost of this rig is more than \$360K over the 10 years and it did go up due to the interest of the lease and I want to make sure the board is aware of that. Secondly, at the time when they sold the other Wildland truck for \$38K, I would like the board to consider using that thirty some thousand dollars towards the rig lease or the water tender. The goal here is to utilize funds that are available and possibly contribute additional dollars out of the Wildland Fund if we continue to purchase this vehicle. Unfortunately they have made the first payment of \$38K and obviously there is no way of getting this back, but that decision will not be made today. This needs to be an item at the next meeting, paying down some of the debt. I don't think the fire department should continue to incur debt and this \$360K is not included in this audit. Hard to go back on what the previous board did, but I don't want to lose 40 grand.

Don Rountree: Eventually we are going to have to buy equipment and if for some reason we couldn't buy this; it's hard to run a fire department without proper equipment or any business without the proper equipment. I have spent a lot of time researching this and it's really a great way to go. This whole Wildland fund is a tremendous way to go, and correct me if I'm wrong, but all these funds come from other states and other taxpayers. I think this is a tremendous opportunity to have a piece of equipment that can pay for itself in the long run. Bob Gory: Brings up the pension liability and states that it is in the background and I want to make sure we don't lose sight of that and no one seems to have any idea on how we are going resolve it. Glenda Gerson asked to speak regarding Bob Gory's statement: At the conference one of the things they spoke about is that our percentage is going to go down a lot this year and this is something we are going to pay over 22 years and not paying it now, it's not owed right now and everything is going to change as each year goes by with the Safer Grant and the gentlemen are paying into it and it's going to change. On the equipment, we have very old equipment and our duty to the tax payers and visitors in this county is to be there for them and to have equipment that can get there and not to worry about something breaking down. I don't understand why we have passed this fire engine twice and why we have to keep bringing it up makes no sense to me. We have been making extra payments on the water tender and if the Wildland keeps going as it has we may be able to make extra payment on this engine too. Don Rountree: I agree if we can continue to make extra payments on the equipment, it will put this department, board and citizens in a better position in the future.

Chief Chambers: The reason we went with the Type 111 instead of replacing the Type 1, because the Type 1 is about \$100K more, and the Type 111 is what we have been getting calls on. Mary Dalton came in and talked to the original board about making a Wildland Fund and at that time we did not have any engine bosses and we were going out occasionally and she talked about making this Wildland Fund to make capital purchases and to only use it for capital purchases. Since then we have built up our program and we now have three engine bosses.

6. (Discussion and possible Action): Requested by Board Member Glenda Gerson, **discussion and possible action regarding Call to the Public.** Glenda Gerson: I would like to say that Jeff and the board, we made a mistake at the last meeting; the Call to the Public is not for one taxpayer to attack another taxpayer. That situation got totally out of hand and the Board does have the right to call in the Sheriff or ask the people to leave, and if they don't leave we can ask the Sheriff to escort them out and they are not allowed back into the meeting. I do not feel it was right what happened and I hope we do not see that again. Wayne Posey: I do agree that about the allotted time and I didn't feel that it got that out of hand; I believe there were words being exchanged and I do believe we should maintain the two minutes that is allowed. If a person would like to extend the time, then I think the Chair should make a motion to the entire board. Don Rountree asks if there is an allotted time and the board members replied yes, two minutes. Bob Gory: With all that is going on with this political issue, Democrats and Republicans; but it is a right for someone to say whatever he wants and I

think it's a good idea to approach the board and if someone wants to extend their time as long as the board agrees then go from there. Glenda Gerson: I do not feel that the Fire Board meeting is the place for one tax payer to attack another tax payer. If the one tax payer has a problem with the other tax payer, it does not belong at our meeting and it should have been taken outside. Wayne Posey: I agree with Glenda but the attack was on the board and I believe the board members have the right to defend their position.

**No action taken, no vote required.

7. (Discussion) **Review Mutual Aid Agreement**; work in progress. Chief Chambers: Referring to the agreement included in the board package; the mutual aid agreement is basically the same agreement that has been signed in the past with exception to number 8 which states: "The Mutual Aid Agreement is for the first operational period of the event." This is the same agreement in the past signed by the same entities, and what happened was we were called out as mutual aid to a flood and when FEMA went to reimburse us, our mutual aid stated we did mutual aid with all the outlying areas. We thought it meant helping with a structure fire or if they need more man power, but the Feds stated we could have left at any time, so we lost out on approximately \$2000. So by adding the statement first operational period which is the first twelve hours, any time after that we can be reimbursed. This is the only thing that has changed on the agreement. This agreement has been out to the various departments for review/changes/comments by the fire board and Chief's. A few months ago we also adopted the Mutual Aid Compact which is better and it stipulates that we will be reimbursed like when we go out on a Wildland Fire, it's a federal rate and it includes all of our equipment. We are covered with the State Compact, but this is to cover us locally. Chief Chambers continues to explain various scenarios in which the mutual aid agreement would apply. Wayne Posey discusses his understanding of the mutual aid compact and the mutual aid agreement and stated that his understanding is that for example if Quartzite called us for mutual aid on the compact that we would be able to provide them with aid, and does not understand the need to the mutual aid agreement. Chief did confirm that we can provide mutual aid to any department who is on the "compact." Mr. Posey continues to discuss the mutual agreement and comments that I do not have any problems with reciprocal and there are several agencies we will never have reciprocal on. Let me give you an example with my prior employer. We went out and bought a bunch of bypass equipment, like 10,000 feet of bypass hose and stuff; and we bought this with taxpayer's money. So others in the area said we don't have to buy it because you have it. Our board then said why are we buying this equipment and letting others use it. I don't have a problem with mutual aid with CRIT and Parker Fire Dept., but does with other agencies on the agreement. I do not agree with some of the agencies on it, especially San Bernardino County. I don't see why San Bernardino County should be utilizing equipment we paid for and if they are willing to pay us, then I would say yea that it's a good thing. I think an IGA would be okay because then you will get paid for it. I think it's a burden on us and I don't think we should be considering this type of a mutual aid agreement. Chief Chambers: We are currently working on an IGA with CRIT, actually the BIA (Bureau of Indian Affairs) so we can cover their district in the event they are out on another Wildland Fire / Assignment and that is going through their attorney general right now. If you want to pull people off or charge them, it is entirely up to you. Don Rountree: San Bernardino County has had contract with other fire departments in the past where they would provide services in certain areas. Things have change a lot since my time in fire services; and of course they have budgetary problems too; what's the possibility of getting San Bernardino County, Riverside County to provide a contract like that if we provide services to them?
8. (Discussion and possible Action): **Review, discuss and sign new contract** with International Medical Direction. Wayne Posey asked for some history since this is new to him and has only gathered bits and pieces. Chief Chambers explains some of the history as to why we hired Nathan Lewis and the doctor's group. In the past, we ran through a base hospital at La Paz, and at that time we ran a bunch of paramedics through class and La Paz Hospital was giving us 2 hours a month Continuing Education (CE) and with the new paramedics, they were not getting the proper CE follow up classes and basically the base hospital didn't have the money

for the outreach and our guys were not getting the training which is a huge liability to the district. This initially why we hired their group to come in here 3 times a month on each shift and give continuing education to all our paramedics and EMT's on an ongoing basis. We have a protocol to follow, our EMT's are allowed to start IV's whatever is in their scope, same with the paramedics, they can administer morphine to a patient if needed and they do not necessarily need to patch in on every single call. Anything that we feel uncomfortable with, for example a full arrest; we would need to call the doctor at the scene, explain that we have followed the protocols in place, ran so many rounds of EPI and ran so many round of ACLS drugs, can we call it, then they would give us the time to call. They provide the training to make sure we maintain the standards required with our paramedics. Chief Chambers turned the floor over to Nathan Lewis with International Medical Direction. Nathan explained their services past, present and future as well as the fees associated. The board members had several questions regarding what the service provides, how the insurance liability falls and a better understanding of what the medical direction and continuing education provides to the department. After a lengthy discussion and all questions answered, Chairman Daniel asked for a motion. Glenda Gerson made the motion to approve the new contract with International Medical Direction, Wayne Posey seconded the motion.

Ayes: 5, Chairman Jeff Daniel please note the vote was unanimous on item number 8.

Nays:

Absent:

Abstain:

9. (Report) **Chairman's Report:** Nothing at this time.

10. (Report) **Fire Chief's Report**

- a. Summary of Incident Report/Activity Log: Information was provided to the board in a new format generated from our Fire Programs which provided more details.
 - a. District 1, 20 calls.
 - b. District 2, 5 calls.
 - c. Out of District, 5 calls, did not respond to any of these calls.

Monthly Activities 1-10-17 to 2-2-17

- IMD: Trauma, Tourniquets, and ACLS.
- Joe Maxwell taught two CPR/AED classes at Castle Rock Shores and one here at station 11. This month it will be Verde West and River Lodge. River Lodge donated another \$300.00 bringing their total to \$ 2000.00.
- This month we will be attending Verde West's Valentine's Day Party on the 12th. They will be making their annual donation to BFD.
- We are starting 2 Firefighters in the next few weeks. They will be starting 80 hour training working with each shift. All the training is paid for by the safer grant.
- 1102 update: they are still working on installing the pump.
- Administrative position will start on the 14th. She will be working with Pattie throughout the training.
- The safer grant is complete Barb and I will be working on finalizing it this week to send in. It is now a three year grant.
- Homeland security grant: We are working on it now. Captain Pellerin is soliciting quotes from the vendors.
- We have sent in applications for Prescott Wildland Academy. This will be in March. Most of this was awarded on the VFA grant.
- Boat 1 fiberglass repairs are complete. It has been 2 years since it was in for repairs. Total of repairs were \$2875.00, this was interior and exterior cracks and hull damage nicks, cracks etc.

- Boat 1 is still out of service awaiting suction coupling repair. They were ordered and should be in this week. The boat trailer was also taken out of the boat house for repair. It's been in the water for 17 years and had corrosion damage that needed to be repaired. We did the prep work and grinding and removed the trailer. Shafer welding is finishing the repairs. We will pick it up next week. We pull the boat out each winter for maintenance. Jason Weatherford completed the out drive which saves us a lot of money, and all the shifts had worked on the boat, boat trailer, and valves.
- 1101 also had corrosion in the exhaust. It was taken to Shafer welding for repairs rather than ordering a new very expensive exhaust.
- We had the ERMA Isolation and Quarantine Class at the boating and safety classroom.
- LaPaz Fire Chiefs meeting in Ehrenberg on the 11th. We had a very small turnout. Only Bouse and Ehrenburg fire Chiefs attended.

Upcoming Activities and Events

AFCA / AFDA EXECUTIVE COMMITTEES AGREE TO JOINT CONFERENCE IN 2017

The AFCA and AFDA Executive Committees have agreed to move forward with a true joint conference in the summer of 2017. The dates will be July 11-13 at the Renaissance Glendale Hotel. Conference programming, which will be developed by a joint education committee, will include a joint opening session, two general sessions, and 24 workshops including the four workshops required to meet the fire district statutory training requirements. The Expo will run from noon on July 12 until 1:30 p.m. on July 13 with additional time being programmed during the conference for attendees to visit with the exhibitors. The Bowling and Buffet event will be back in 2017 on Wednesday evening and MES will host a Taco Tuesday Welcome event at SALT in the Westgate entertainment district on July 11. The Steve Alley Memorial Golf Tournament will return to the summer conference on Friday at a course yet to be determined. Full conference details will be forthcoming but mark your calendar now and plan to join us in Glendale next July.

- February 18th 2017
26th Annual Buckskin Mountain Desert Dash.
5K run walk ride. Buckskin will provide medical support and will start at 10:00am
- Feb. 17th the SHSGP Grant is due by 5:00pm
- March 9th Presented by Heinfeld Meech University
How to read governmental Financial Statements. This will be in Mesa AZ. 9:00 am - 3:30 pm. \$140 non-clients. Please let me know if you are interested. Registration ends March 1st.

11. (Discussion and Possible Action): **As Requested by Jeff Daniel.** Discuss and submit application for 2016 Safer Grant program, funded by FEMA. Chairman Daniel turned the discussion over to Chief Chambers: The Safer Grant has changed; it is a 3 year grant with a 25% match from the department. We are putting in for 100% which will come to about 5 million dollars. We have a call into our grant administrator with FEMA and the new grant does not include the well fitness physicals in this grant. Wayne Posey: The application has to be certified by the applicant organization and requires a board resolution. He continued to go through each page of the grant and asked various questions regarding the data. Chief Chambers informed the Board that we currently have a call into our grant administrator with FEMA which will answer the questions Wayne Posey has.

12. (Discussion): **As requested by Wayne Posey,** documentation regarding audit questions attached. Wayne Posey referring back to the audit and the vacation time and also referring to Policy and Procedure 106. He also states that the auditor made a statement in which he felt was not an antiquate answer with regard to the

vacation and continues to state that the auditor needs to look and verify. He also states that information was provided to him, but still does not have Policy 106 and wanting to see where the information originated from. Wayne Posey then informs Chief Chambers to provide the policy to the entire board.

13. **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.***

**No comments at this time.

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

- i. Wayne Posey: Workshop of Workers Compensation Policy in coming months; Action Item on Worker’s Comp Policy
- ii. Wayne Posey: Pay down rigs
- iii. Chairman Jeff Daniel: Billing for San Bernardino, insurance liability umbrella, drug boxes, addresses for calls,

15. **Schedule next Work Session and/or Regular Session;** set date and time.

March 8, 2017, 6:00pm

16. Adjourn at 8:06pm

Jeff Daniel, Chairman

Date

Pattie Lonnee
Administrative Assistant

2/24/17
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.