



A regular session of the Timber Mesa Fire and Medical District was convened Tuesday, July 28, 2015 at 6:00 pm in the training room at Timber Mesa Fire and Medical District, Station 13, 2922 W White Mountain Blvd, Lakeside, Arizona.

1. Call to Order

Chair Amy Kay called the meeting to order at approximately 6:00 pm.

2. Pledge of Allegiance

Chair Amy Kay led those present in the pledge of allegiance.

3. Roll Call of Fire Board Members

Present were Chair Amy Kay; Clerk Lynn Browne-Wagner and Board member Dennis Hughes.

4. Approval of Minutes

- a. Chair Amy Kay referred the board members to the minutes for June 23, 2015 regular meeting. Clerk Lynn Browne-Wagner moved to accept the minutes of June 23, 2015 regular board meeting as written.
Board member Dennis Hughes seconded the motion.
During discussion it was noted that the year was incorrect.
Clerk Lynn Browne-Wagner motioned to change the date from June 23, 2014 to June 26, 2015.
Board member Dennis seconded the motion.
The motion carried unanimously.

5. Call to the public

Chair Amy Kay opened call to the public. No public spoke. Chair closed call to the public.

6. Reports and Correspondence for Possible Discussion

- a. Fire Board Report
- b. Fire Chief's Report
- c. Operation and Training Report
- d. Logistics, Fleet and Community Risk Reductions Report

The reports for each of the items listed were included in the board packets. Chair Amy Kay and Clerk Lynn Browne-Wagner attending Meet and Confer training on July 28 and 29 at Station 12 in Pinetop. Board member Dennis Hughes stated that he had taken a tour of the new facilities and was pleased with the building. Chief Savage introduced Deanna Reed. She was hired as a Finance Clerk. He wished Board

member Dennis Hughes a happy belated birthday. He informed the board that the Mayor from the City of Show Low had sent a letter thanking the District for the help during the 4th of July activities. Chief Savage asked the board if there were any questions regarding the Fire Chief's Report. Board member Dennis Hughes asked about the use of the Station 13 facilities once administration moved to the new building. Chief Savage informed the board that he had met twice with the Town of Pinetop/Lakeside regarding possibly leasing the office space and that he would like to see the building occupied. Chair Amy Kay asked about the shooters for the fireworks. Chief Savage stated that the District has trained shooter for events involving fireworks and is looking at possibly get more employees trained. Chief Maloney stated he would be happy to answer any questions regarding the Operation and Training Report. Clerk Lynn Browne-Wagner asked about the Active Shooter Drill on August 5. Chief Maloney explained that this is a large scale event and the board members have been invited as part of the VIP consortium and that if planning to attend, please contact Chief Wood. Chief Savage informed the board that Chief Chevalier was out of town and he would answer any questions regarding his report. The board had none.

7. Announcements

None

8. Business

A. Discussion and Possible Action re: June Financial reports

Mr. Buldra attended by telephone. He referred the board members to their packet. He said the District had 3.7 million in reserves. He gave an explanation on the property tax income variance. He stated that the fiscal year had ended and will be working on closing the books. The Audit is scheduled for the week of August 31 and that a board member will need to be available for questions. He asked the board members if they had any questions. Board member Dennis Hughes asked about the projected year end fund balance of 4.2 million instead of the 3.7 million. Mr. Buldra stated that a possible explanation was the added expenditures of capital purchases in the 2014/2015 year but that he would get back to the board with an answer.

Board member Dennis Hughes moved to accept the financial reports for the month of June 2015 as presented.

Chair Amy Kay seconded the motion.

The motion carried unanimously.

B. Discussion and Possible Action re: Resolution 2015-04 instituting the meet and confer process

Chief Savage stated that Chair Amy Kay, Clerk Lynn Browne-Wagner, Chief Maloney, HR Coordinator Jo Baird and he are attending Meet and Confer training.

Clerk Lynn Browne-Wager moved to approve the Resolution 2015-04, a resolution instituting the meet and confer process.

Board member Dennis Hughes seconded the motion.

The motion carried unanimously.

C. Discussion and Possible Action re: Approval of Job Description for Medical Services Captain

Chief Savage explained that the board had approved this new position for the current fiscal year entitled Medical Services Captain. He referred the board to the job description in their packet. He pointed out the minimum requirements and requisite duties. Clerk Lynn Browne-Wagner asked if this was a rotating position among the Captains. Chief Maloney stated that this would be a long term commitment and that the District would conduct an internal recruitment process and appoint an employee effective in October. Clerk Lynn Browne-Wagner referred to the General Summary regarding the verbiage "May at times be assigned to a company officer role". Chief Savage explained the need and flexibility to move to a Captain position if needed.

Clerk Lynn Browne-Wagner moved to approve the Job Description for the position of Medical Services Captain.

Board member Dennis Hughes seconded the motion.

The motion carried unanimously.

D. Discussion and Possible Action re: Waiver of conflict of interest and consent to joint representation concerning legal service for automatic aid agreement

Chief Savage stated that he had asked legal counsel to review the Automatic Aid Agreement. Since Mr. Whittington has in the past represented the participants separately that are involved in the agreement, a waiver would need to be signed by the District. Mr. Whittington gave the legal reasons why this is required.

Clerk Lynn Browne-Wagner moved to approve the waiver of conflict of interest and consent to joint representation concerning legal services for an automatic aid agreement.

Chair Amy Kay seconded the motion.

The motion carried unanimously.

E. Discussion and Possible Action re: Approval of updated automatic aid agreement for fire and medical services

Chief Savage stated that the District had been operating under the previous agreement and that it had been working well. This new agreement would include Heber-Overgaard Fire District. He pointed out additional changes to include softening the language related to staffing requirements and NFPA compliance. Clerk Lynn Browne-Wagner asked about the White Mountain Apache Tribe being the only agency listed in the agreement. Mr. Whittington explained Exhibit A of the agreement. He stated that the White Mountain Apache Tribe is an independent agency. Board member Dennis Hughes asked about White Mountain Lakes Fire District. Chief Savage stated that they operate under a mutual aid agreement because of staffing and equipment.

Board member Dennis Hughes moved to approve the Intergovernmental Agreement for automatic aid with the Pinetop Fire District, Heber-Overgaard Fire District and the White Mountain Apache Tribe Fire and Rescue Department.

Chair Amy Kay seconded the motion.

The motion carried unanimously.

F. Discussion and Possible Action re: Resolution 2015-05 indicating the Board's direction to staff and to legal counsel concerning CON amendment application

Chief Savage referred the board members to the Notice of Substantive Review letter regarding the District's application. He explained that there were 10 items that required clarification and that Item #10 would need board action. He reminded the board members that at the March 2015 regular meeting, the board had entered into executive session to receive legal advice and to instruct counsel concerning the CON. The minutes of the executive session are privileged so the District cannot comply with the request. To respond to Item #10, the Board would need to sign a resolution which indicates the Board's direction to staff and counsel to proceed with a CON amendment application.

Chair Amy Kay moved to approve Resolution 2015-05 indicating that the Board has authorized staff and legal counsel to proceed with filing an application for amendment to the CON #111.

Board member Dennis Hughes seconded the motion.

The motion carried unanimously.

G. Discussion and Possible Action re: Changing the date of the regularly scheduled meeting in August

Chief Savage stated that he is scheduled to attend the National Fire Academy starting August 24th through September 4th which conflicts with the regularly scheduled board meeting in August. By consensus the Board moved the meeting to August 18, 2015 at 6:00 pm.

9. New Agenda Items

None

10. Adjournment

Thereafter, Chair Amy Kay declared the public session adjourned at approximately 6:35 p.m.

9-15-15

Date


Board Clerk