

TIMBER MESA FIRE AND MEDICAL DISTRICT

A regular session of the Timber Mesa Fire and Medical District was convened Tuesday, June 27, 2017 at the Timber Mesa Fire and Medical District Administration Building, located at 3561 East Deuce of Clubs, Show Low, AZ 85901.

BOARD MEETING

1. **CALL TO ORDER** – Board Chair Dennis Hughes called the meeting to order at approximately 6:02pm.
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL OF BOARD MEMBERS** – Board Chair Dennis Hughes, Lynn Browne-Wagner, and Ed Lindquist were present.
4. **APPROVAL OF MINUTES**
 - A. Regular session – May 16, 2017
Member Lynn Browne-Wagner made a motion to approve the Regular session minutes of May 16, 2017 and Member Ed Lindquist seconded the motion. The vote was unanimous and the motion carried.
5. **CALL TO THE PUBLIC**
6. **REPORTS AND CORRESPONDENCE**
 - A. Fire Board Report
Chair Dennis Hughes praised Core Construction on the Groundbreaking of Station 17 in Linden. Member Lynn Browne-Wagner gave thanks and complimented Captain Devin Wood, Firefighters Ti Daly and Aaron Webb with a safety check and secured doors. Chair Dennis Hughes presented a framed certificate to Chief Bryan Savage for completing the Executive Fire Officer Program from the National Fire Academy, and a certificate from Governor Doug Ducey acknowledging the completion of the Program.
 - B. Fire Chief's Report
 - C. Operations and Training Report
 - D. Logistics Report
 - E. Prevention and Community Risk Reduction Report
7. **ANNOUNCEMENTS**

AFCA/AFCA conference is July 10-14, 2017. Board members were asked to contact Jo Baird for intent to attend.

8. BUSINESS

A. Discussion and Possible: May Financial Report

Melissa Tomlinson, James Vincent Group, referred the board members to the May 2017 Financial Report in their packets. She discussed the key points of the report, which included revenues and expenditures.

Chair Dennis Hughes made a motion to approve the financial reports for the month of May 2017 as presented, and Member Lynn Browne-Wagner seconded the motion. The vote was unanimous and the motion carried.

B. Public Hearing

Chair Dennis Hughes opened the Public hearing. There were no comments from the public. Chair Dennis Hughes closed the Public hearing.

C. Discussion and Possible Action: Final approval of the TMFMD FY 2017/18 Budget

The Tentative Budget was approved at last month's Board Meeting, and it was posted as required by law. There has been no input from the public based on the posting, and there are no changes on the Tentative Budget.

Member Ed Lindquist made a motion to approve the budget for fiscal year 2017/2018 as presented in the amount of \$9,558,688, and Chair Dennis Hughes seconded the motion. The vote was unanimous and the motion carried.

D. Discussion and Possible Action: Appendix A-Borrowing Request to renew the Districts line of credit with Navajo County and Wells Fargo Bank.

There was a copy of the document titled Appendix A-Borrowing Request in each Board packet. This is the document for the line of credit with Navajo County and Wells Fargo. This line of credit is being requested in the same amount (\$1,000,000) as previously authorized in years past.

Chair Dennis Hughes made a motion to approve Exhibit A-Borrowing Request addressed to Wells Fargo Bank, National Association in order to maintain the District line of credit at \$1,000,000, and Member Ed Lindquist seconded the motion. The vote was unanimous and the motion carried.

E. Discussion and Possible Action: Resolution 2017-03 authorizing District participation in the United Arizona Firefighters Healthcare Trust and approval of the contribution agreement.

There was a copy of Resolution 2017-3 in the Board packet authorizing the District to join the United Arizona Firefighters Healthcare Trust as well as a Contribution Agreement. The District will be able to save a significantly amount on healthcare costs with this trust. This is a savings to the taxpayer in the form of lower premium costs and a savings to the employees in the form of lower deductibles and the District's ability to fund the HSA accounts.

Member Ed Lindquist made a motion to approve Resolution 2017-3 adopting the United Arizona Firefighters Healthcare Trust and to authorize the associated contribution agreement with additional modifications required by law and to authorized the Fire Chief to

prepare the necessary execution of the agreement to permit employees to participate in the HSA that is established in the contributions agreement, and Chair Dennis Hughes seconded the motion. The vote was unanimous and the motion carried.

F. DISCUSSION AND POSSIBLE ACTION: Earned Paid Sick Time Policy to conform to new requirements set forth in State law as well as subsequent changes to the following policies: Paid Time Off, Workers Compensation, Family Medical Leave Act, Personal Leave of Absence, Jury Duty-Court Appearance, and Attendance and Punctuality.

Last November the voters of Arizona passed a law to increase the State's minimum wage and provide sick leave benefits to employees. This has impacted TMFMD in that our PTO policy is not consistent with the requirements of the law. This policy and updated changes were developed by Human Resource Strategies in consultation with our finance director. Each board member was given a copy of each in their board packets.

Member Ed Lindquist asked about employees accruing 40 hours of sick time, with no payout. Melissa Tomlinson stated that was correct, that there will be no additional liability with payout. There will be FMLA, backfill, and reporting from the employee.

Chair Dennis Hughes made a motion to approve the Earned Paid Sick Time Policy and updated changes to Paid Time Off, Workers Compensation, Attendance and Punctuality, Family Medical Leave Act, Personal Leave of Absence and Jury Duty-Court Appearance policies as presented, and Member Ed Lindquist seconded the motion. The vote was unanimous and the motion carried.

G. DISCUSSION AND POSSIBLE ACTION: Establish account with Arizona Central Credit Union for the HSA contributions and deposits.

The District is joining the United Arizona Fire Firefighters Healthcare Trust and it will be funded through Arizona Central Credit Union. It is necessary to establish an account with Arizona Central Credit Union to make these contributions.

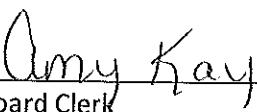
Member Lynn Browne-Wagner made a motion to approve staff to establish an account with Arizona Central Credit Union for the HSA contributions and deposits, and Chair Dennis Hughes seconded the motion. The vote was unanimous and the motion carried.

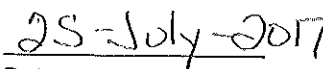
9. NEW AGENDA ITEMS

Update on Station 17
Revisit another TMFMD policy

10. ADJOURNMENT

Thereafter, Chair Dennis Hughes declared the public session adjourned at approximately 6:35 PM.


Board Clerk


Date