



TIMBER MESA FIRE & MEDICAL DISTRICT

The regular session of the Timber Mesa Fire and Medical District was convened on December 16, 2024, at approximately 3:00 pm 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

Chair Jamie Adams called the meeting to order at approximately 3:00 pm.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL OF BOARD MEMBERS

Chair Jamie Adams, Member Jim Molesa (*TEAMS*), Member Lynn Browne-Wagner, Member Joseph (Joey) MacGregor and Member Roger Brown.

4. APPROVAL OF MINUTES

- a. Regular Session of November 18, 2024

Member Lynn Browne-Wagner moved to approve the Regular Session minutes from November 18, 2024, as written, and Chair Jamie Adams seconded the motion. The vote was unanimously approved, and the motion passed.

5. CALL TO THE PUBLIC

None

6. EMPLOYEE RECOGNITION

- a. Swearing in of new board members: Joseph (Joey) MacGregor and Roger Brown
- b. S&D Auto
- c. Owens Energy
- d. Life Saving Award – Station 15 C Shift use of Zoll Auto-pulse

7. REPORTS AND CORRESPONDENCE

- A. Fire Board Report – Chair Jamie Adams said he was honored to be invited to the Annual Appreciation dinner. Had an enjoyable time and thanked those that planned the event.
- B. Fire Chief's Report – Report included in the packet. Chief Chevalier gave a brief update on his meeting with Summit Healthcare. He was re-elected to serve as the NAFCA president and Chief Heisler was re-

- elected as the Secretary. Attended the first Arizona Department of Insurance and Financial Institutes since being selected as a board member. Insurance coverage is a concerning topic for our area.
- C. Administrative Services Report – Report included in the packet. Chief Livermore out of the office. Community Risk Officer/PIO Trinity Guthrie gave a brief overview of the Administration report. As of December 5, the District has billed DFFM just over \$1 million dollars. She gave an update on the District’s social media interactions with Chair Jamie Adams thanking her for her work.
 - D. Operations, Medical Services, and Training Report – Report included in packet. Chief Heisler gave a review of a few highlights which included a small plane crash at the Show Low City airport, assisted Heber/Overgaard Fire with a fatality fire, met with Pinedale/Clay Springs Fire for an After Action Review (AAR), discussion/meeting with Dr. Johnson on IFTs, and met with Show Low Dispatch for additional training. Chair Jamie Adams asked for clarification on the IFT meeting with Chief Heisler providing additional information. Member Joey MacGregor appreciated the improved relationship with Dispatch.
 - E. Prevention Report – Report included in the packet. Fire Marshal Pepper extremely happy to have Captain Lucas Guy in the Prevention Division. Captain Guy will be focusing on business inspections. FM Pepper provided assistance for two out-of-district fire investigations. Working with Navajo County and Winslow Fire to provide future trainings. Attended the recent Wildland Urban Interface (WUI) training in Tucson. Member Roger Brown asked how many investigators with FM Pepper providing the information.
 - F. Logistic, Support Services and Fleet Maintenance report – Report included in the packet. Chief Clay Wood met with Speedie and Associates for the Station 13 soil testing and will moving forward with the process. Station 19 remodel is going well. Captain Gessner and Firefighter Cruze have been busy with the upgrades. The two-post lift in Fleet is functioning very well. Received notification on the ambulance that was ordered last year will be ready for delivery the first part of January.

8. ANNOUNCEMENTS and CORRESPONDENCE

- a. Arizona Fired District Association Conference – January 15-17, 2025
- b. Letter from the Attorney’s office – rate increase January 1, 2025. Chief Chevalier had a discussion with Mr. Whittington with an agreement reached to moved the effective date to July 2025 to better align with the budgeting process.

9. BUSINESS

A. Discussion and Possible Action: Board Officer Elections for the Positions of Board Chair and Board Clerk per the Fire District’s Board members Manual and Bylaws

Chief Chevalier referred the Board to the manual/bylaws and the terms. Chair Jamie Adams has been serving very well in his current position with members Lynn Browne-Wagner, Joey MacGregor and Roger Brown agreeing. Discussion on a two-year term for the Chair and Clerk positions.

Multiple members nominated Jamie Adams to serve as the Board Chair for the term set forth within the District Bylaws. Chair Jamie Adams said he is here to serve the Community.

Member Roger Brown moved that we elect Jamie Adams to serve as the Board Chair for the term set forth within the District Bylaws, and Member Joey MacGregor seconded the motion. The vote was unanimously approved, and the motion passed.

Chair Jamie Adams nominated Jim Molesa to serve as the Board Clerk for the term set forth within the District Bylaws. Chief Chevalier said Member Jim Molesa currently is the Chair for the PSPRS Pension Board and is doing an excellent job serving on that board.

Member Lynn Browne-Wagner moved that we elect Jim Molesa to serve as the Board Clerk for the term set forth within the District Bylaws, and Chair Jamie Adams seconded the motion. The vote was unanimously approved, and the motion passed.

B. Discussion and Possible Action: November 2024 Financial Reports

Gabe Buldra, Principal for James Vincent Group, presented the monthly financials for November 2024. The following key points were reviewed: Revenue, Expenses, Fiscal Year revenue, Year-to-date Expense and Total Cash amount. The following were included in the board packet for review: Balance sheet as of November 30, 2024, Summary of Reconciled Cash Balances as of November 30, 2024, Income Statement of Revenues and Expenditures of General Fund for November 2024, including budget to actual and year-to-date balances, Fixed Asset Additions and Disposals Schedule FY24/25, Income vs. Expenses graph for November 2024, Monthly Disbursement report, and 12-month cash flow. Revenue for the month of November is \$1,980,025 which is \$179,809 under budget. Navajo County revenue for the month is \$1,307,356 which is under budget by \$359,501. Non-levy revenue is \$672,669 which is over budget by \$179,692. Ambulance revenue is over budget by \$75,972. Wildland revenue is over budget by \$106,477. Expenses for November total \$1,909,865 which is over budget by \$36,896. Personnel Costs are over budget by \$107,549, driven by Wildland deployment costs. Managerial costs are under budget by \$46,900, driven by lower election expenses and parcel charges. Vehicles and Equipment are under budget by \$13,292, driven by timing of PPE and vehicle maintenance costs offset by grant expense for extrication tools. Fiscal Year Revenue is \$12,224,777 which is \$1,492,381 over budget. Navajo County revenue is \$308,370 under budget. Ambulance revenue is \$906,948 over budget. Wildland revenue is \$742,108 over budget. YTD expense is \$8,179,877 which is \$159,506 over budget. Total Cash for November is \$9,255,143 which is \$1,897,178 higher compared to November 2023. Chief Chevalier informed the Board that early February 2025, the County will have the assessed valuations available, and the District budget process will begin. The budget requests have been sent to all employees to submit through their chain of command. Chief Chevalier thanked the Operations for meeting the goal to collect \$600,000 in Wildland revenue. Member Joey MacGregor asked for clarification on the Income and Expense by Month chart with Mr. Buldra providing the additional information. Mr. Buldra asked if there were any additional questions. There were no questions from the Board.

Chair Jamie Adams moved that we approve the financial reports for the month of November 2024 as presented, and Member Roger Brown seconded the motion. The vote was unanimously approved, and the motion passed.

10. NEW AGENDA ITEMS

None listed

11. ADJOURNMENT

Thereafter, Chair Jamie Adams declared the public session adjourned at approximately 4:08 pm.


Board Clerk Chair

1-27-2024
Date