



TIMBER MESA FIRE AND MEDICAL DISTRICT

The regular session of the Timber Mesa Fire and Medical District was convened on April 26, 2021 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 Dennis Hughes called the meeting to order at approximately 3:00 pm.
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL OF BOARD MEMBERS** – Chair Dennis Hughes, Clerk Amy Kay, Member Jamie Adams, Member Lynn Browne-Wagner, and Member Paul Wyatt were present.
4. **APPROVAL OF MINUTES**
Regular Session of March 22, 2021

Member Lynn Browne-Wagner motioned to approve the Regular Session minutes from March 22, 2021 as written and Clerk Amy Kay seconded the motion. The vote was unanimous, and the motion carried.

5. **CALL TO THE PUBLIC**
None
6. **EMPLOYEE RECOGNITION**
 - A. New employee – Robyn McNeil to fill Finance Specialist position
 - B. New Volunteer – Teresa Kolodny to serve as the Fire District Chaplain
7. **REPORTS AND CORRESPONDENCE**
 - A. Fire Board Report – The Board asked for an update on personnel wildland deployments. Chief Savage stated currently there is one person out as overhead.
 - B. Fire Chief's Report – Report included in the packet. Board member Jamie Adams asked for an explanation on wildland reimbursements. Chief Savage explained how the District gets paid. Chair Dennis Hughes asked about the Energy Release Component (ERC) graph in the packet. Chief Savage explained. Member Jamie Adams asked about the DFFM lease agreement. Chief Savage explained the agreement between the District and the Department of Forestry.
 - C. Administrative Services Report – Report included in the packet. No questions.
 - D. Operations, Medical Services and Training Report – Report included in the packet. Chair Dennis Hughes asked about a medical call that temporarily depleted the District's resources. Chief Livermore explained that with the increased call volume that will happen. Chief Livermore explained the Wizards Education program.

- E. Logistic, Support Services and Fleet Maintenance report – Report included in the packet. Summit Hospital has stopped the process of cleaning masks.
- F. Prevention and Community Risk Reduction report – Report included in the packet. Chief Russell explained Red/Tag-Green/Tag.

8. ANNOUNCEMENTS

Strategic Plan is published and has been delivered to various community stakeholders. Copies were given to the Board members.

9. BUSINESS

A. Discussion and Possible Action: March 2021 Financial Reports

Gabe Buldra, Principal for James Vincent Group, presented the monthly financials for March 2021. He referred the Board to the key points for the revenue and expenses. Revenue for the month of March is \$843,946 which is \$49,444 over budget. Navajo County revenue for the month is \$346,654 which is over budget by \$14,378. Non-levy revenue is \$497,292 which is over budget by \$35,066. Expense totals for the month of March are \$1,039,787 which is over budget by \$29,025. This is due to the annual firefighter physicals and the Wizard Education payment. Year-To-Date Revenue is \$10,240,718 which is \$358,816 over budget. Year-To-Date Expenses are \$9,283,972 which is \$192,001 over budget all driven by personnel costs (overtime).

Chair Dennis Hughes moved that we approve the financial reports for the month of March 2021 as presented, and Member Lynn Browne-Wagner seconded the motion. The vote was unanimous, and the motion carried.

B. Discussion and Possible Action: Revision of Fire District Policy #4.18 Employee Assistance Program

Chief Savage referred the Board to the redline and clean versions of the Employee Assistance Program in the packet. He said the revision to the policy is to comply with recent legislation which requires public safety employers offer traumatic events counseling to employees in certain circumstances. TMFMD has always attempted to be proactive as it relates to employee mental health. He further explained that the firefighters are exposed to trauma repeatedly over their career. Discussion ensued regarding State law and the requirements. Additional discussion regarding suicide rates among first responders.

Clerk Amy Kay moved that we approve the change to Human Resource Policy #4.18 incorporating traumatic events counseling required by Arizona Revised Statute § 38-673 as presented, and Chair Dennis Hughes seconded the motion. The vote was unanimous, and the motion carried.

C. Discussion and Possible Action: Approval of amended Memorandum of Understanding (MOU) for the period 2021-2023 by and between the Timber Mesa Fire and Medical District and the White Mountain Firefighters Association Local 4217

Chief Savage referred the board to the Memorandum of Understanding (MOU) included in the packet along with the original 2015 resolution authorizing meet and confer. Chief Savage and the Labor group have worked together over the last couple of years. The working relationship is appreciated by both Chief Savage and the Labor group. Three years ago, the first ever MOU between Timber Mesa Fire and Medical District and White Mountain Firefighters Association Local 4217. The current MOU is set to expire this year. Mr. Ian Schalow, Local 4217 Chapter Vice President, was introduced. He thanked the labor group, Clay Wallace, Louis Mirabelli, Taber Heisler, Devin Wood, and Brock Gnagy, for their hard work in drafting the MOU. Chair Dennis Hughes asked if there had been any major stumbling blocks. Chief Savage said there are stumbling blocks and disagreements from time to time but appreciates the willingness to work through any problems. Member Jamie Adams asked about the expiration date. Chief Savage said typically the MOU is revisited every three years.

Chair Dennis Hughes moved that we approve the Memorandum of Understanding for the term from July 2021 through June 2023, by and between, the Timber Mesa Fire and Medical District and the White Mountain Firefighters Association Local 4217, as presented, and Member Paul Wyatt seconded the motion. The vote was unanimous, and the motion carried.

D. Discussion and Possible Action: Draft proposed budget – the Fire Board will direct staff on how to proceed with budget development for Fiscal Year (FY) 2021-22

Chief Savage stated that last month we met to discuss the budget priorities and get direction from the Board. Staff meet to study the budget and the theme throughout the study session was the failed Bond and the lack of capital to afford the projects. This is the first draft of the budget. Chief Savage referred the Board to the highlighted significant changes which included ambulance billing, grants, overtime, Prop 207 funds, Training tower, Thermal Imaging equipment (TIC), ambulance transports, dispatch fees, tuition reimbursement, CEP training, Professional Services and Capital funding. Discussion ensued on the capital needs, proposed tax rate of \$3.1668, housing market, assessed values and the ISO rating. Chief Livermore explained the need for a rescue boat. Revenue from the City of Show Low and possibly charging for the use of the Training Tower was discussed. Chief Savage asked if there were any further questions on the budget. There were none. He gave the timeline to approve the final budget and reminded the board that the budget can be reduced but not increased once approved.

Chair Dennis Hughes moved that we direct staff to prepare a budget for tentative Board approval at our May regularly scheduled meeting, and Member Paul Wyatt seconded the motion. The vote was unanimous, and the motion carried.

E. Discussion and Possible Action: Approval to change the date of the regularly scheduled meeting in May

Chief Savage has a son that will be getting married on May 24 which is the date of the May board meeting. He asked the Board to reschedule the board meeting to May 25. One of the agenda items for the meeting will be the tentative approval of the FY 2021-2022 budget and he would like to be present. Dates were discussed and with May 25 as the date.

Member Paul Wyatt moved that we reschedule the regular meeting of the Timber Mesa Fire and Medical District Board for May 25, 2021 at 3:00 pm, and Chair Dennis Hughes seconded the motion. The vote was unanimous, and the motion carried.

10. NEW AGENDA ITEMS

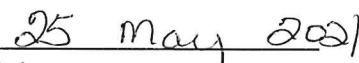
None

11. ADJOURNMENT

Thereafter, Chair Dennis Hughes declared the public session adjourned at approximately 4:24 pm.



Board Clerk



Date