

CENTRAL YAVAPAI FIRE DISTRICT
FIRE BOARD
REGULAR SESSION

November 21, 2011

MINUTES

1. CALL TO ORDER/ROLL CALL OF BOARD MEMBERS

Board Chairman John Range called the Fire Board Meeting to order on Monday, November 21, 2011 at 2:00 p.m. at Central Yavapai Fire District Training Center, 9601 E. Valley Road, Prescott Valley, Arizona.

Members Present: Board Chairman John Range, Board Clerk Bob Gardiner, Board Members Tony Reiter, Bob Page and Mike Generali

Members Absent: none absent

Staff: Fire Chief Paul Nies, Assistant Chief Mary Dalton, Finance Manager Toni Golden

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was given.

3. CALL TO THE PUBLIC

None

4. PRESENTATION

A. Alarm Summary Presentation

Leona Jaeger gave the alarm summary presentation. November 2011 was a low call volume month. See attached handout. There was a higher call volume during this year's 3 month period (Jul-Aug-Sept) as compared to 2010. This year is the highest in the past 3 years (2009-2011). Chairman Range asked for a breakdown of calls for Dewey/Humboldt to be presented at future meetings. In Prescott Valley, year to date was 117 fires. Chief Cook stated he did 7 public service announcements with KKLD. Chief Bliss spoke about the station reliability numbers. He states that there is a need to consider the number of calls that each station receives. One station receives more calls resulting in that station being out more which means more missed calls. This rationale led to the desire to staff Station 58.

5. CONSENT AGENDA

Approval of Minutes

October 17, 2011– Regular Session
October 17, 2011 – Executive Session
General Fund Financial Statements
Bond Financial Statements

Tony Reiter made a motion to approve the consent agenda as presented. Bob Page seconded the motion. MOTION CARRIED.

AYES: Range, Gardiner, Reiter, Generalli
NAYS: None

6. REPORTS AND CORRESPONDENCE

A. Bond Update – Training Center Development

Chief Dalton reported that everything was going well and that we have a \$50,000 construction credit. She received a wish list from Training Chief Cordes for the Training Center. She suggested utilizing the credit for a list of Training Center needs; including a road from the Communication’s Building to the Burn Building and a 40,000 gallon storage tank.

B. Bond Update – Station 58

Chief Cook reported that the construction of Station 58 is one week ahead of schedule and the metal roof will go up next week.

C. Letters from Citizens

A Certificate of Appreciation has been received from the Prescott Valley Historical Society for helping to install the weathervane on the church in Fain Park. This is the only historic property in our district.

D. Monthly Division Reports – Report from the Fire Chief and staff with regard to current activities of the Fire District and the status and progress relating thereto

Chief Dalton stated the unemployment taxes are increasing because of the high volume of claims in the state. The state has adjusted their base rate regardless of claims history. There have been some Worker’s Comp claims for the District which is attributed to the increase.

Chairman Range inquired about the Battalion Chief Testing and recruitment. Chief Dalton responded that the testing results are delayed 30 days to allow those candidates to review their results. Chairman Generalli inquired about the Engineer eligibility list and it’s time expiration. Chief Dalton responded that it is good for a year. Bob Page asked how long someone can be in an acting position before they are permanent. Chief Dalton stated there is not currently a policy limiting the temporary assignment time. Chief Cook addressed the personnel shortages at CRMD and stated that he is receiving help from three shift employees.

Chief Bliss stated that he received notification from the accreditation group that the documents were approved. The peer assessment team will contact him regarding the visit. Chief Bliss addressed the maintenance division report, stating that Domenic Scaife and Capt. Davis were in South Dakota on a pre-build inspection for the utility that the board previously approved the purchase of.

7. NEW BUSINESS

- A. Approve Fire Protection Services Agreement-Tannehill, Dent, Hayes
Bob Gardiner made a motion to approve the Fire Protection Contract for the properties of Tannehill, Dent, and Hayes.
Tony Reiter seconded the motion. MOTION CARRIED.

AYES: Range, Generali, Page, Gardiner, Reiter
NAYS: None

- B. Approve Purchase for VoIP System
James Ogden explained that there will be approximately a 3 month time frame for complete installation of the VoIP system. Bob Page made a motion to approve the VoIP System. This is Tony Reiter seconded the motion. MOTION CARRIED

AYES: Range, Gardiner, Page, Reiter, Generali
NAYS: None

- C. Approve CYFD Policy Amendments
Tony Reiter made a motion to approve the CYFD Policy Amendments. Mike Generali seconded the motion. MOTION CARRIED.

AYES: Range, Gardiner, Page, Reiter, Generali
NAYS: None

- D. Consideration and Possible Approval of 457(b) Deferred Compensation Plan Participation Agreement-Memorandum of Understanding for Enrollment in the Self-Directed Brokerage Option
This issue was tabled at this time due to the number of questions/issues needing to be answered about the agreement.

- E. Approve Fiscal Year 2010-2011 Audit
Bob Page made a motion to approve the 2010-2011 Fiscal Year Audit. Tony Reiter and Mike Generali seconded the motion. MOTION CARRIED.

AYES: Range, Gardiner, Page, Reiter, Generali
NAYS: None

- F. Approve Consent and Waiver with Yavapai Regional Medical Center for Base Hospital Agreement
Chief Dalton explained that District Attorney Bill Whittington advised her that the District already has a valid Consent and Waiver with YRMC on file and that we do not need another motion. Board Chairman Range asked if there are any other annual agreements in place, that the Board can direct Chief Nies to authorize. Chief Dalton responded that the Fire Protection Contracts utilize a standard form which Bill Whittington has reviewed. Chairman Range would like to have an agenda item next month to address this issue. NO MOTION NECESSARY.

- G. Approve Purchase of Rack Equipment for Warehouse
Chief Dalton stated that the proposal to spend \$25,000 on the rack equipment for the warehouse is included in the budgeted amount of \$50,000 for these items. Also, the \$50,000 budget will be used to purchase desks and work benches. Tony Reiter made a motion to approve the purchase of rack equipment for the warehouse. Bob Gardiner and Bob Page seconded the motion. MOTION CARRIED.

AYES: Range, Gardiner, Page, Reiter, Generali

NAYS: None

8. VOTE TO GO INTO EXECUTIVE SESSION

- A. Bob Page made a motion to go into Executive Session for Legal Advice Pursuant to A.R.S. §38-431.03(A)(3) and Instruction to District Legal Counsel Pursuant to A.R.S. §38-431.03(A)(4) Re: Training Center Drainage. Bob Gardner seconded the motion. MOTION CARRIED.

AYES: Range, Gardiner, Page, Reiter, Generalli

NAYS: None

9. OLD BUSINESS

- A. Training Center Drainage
No action taken at this time.

- B. Approve Intergovernmental Agreement for Use of Technical Services/ Communications Technician with Chino Valley Police Department
The agreement was reviewed by Chino Valley's attorney and received by the District with modifications. Bill Whittington agreed to the modifications with certain wording to limit CYFD liability. Bob Page made a motion to approve the IGA with Chino Valley Police Department. Tony Reiter seconded the motion. MOTION CARRIED.

AYES: Range, Gardiner, Page, Reiter, Generalli

NAYS: None

10. ADJOURNMENT

The meeting was adjourned at 3:20 p.m.



Bob Gardiner, Board Clerk