

**FRY FIRE DISTRICT
MINUTES OF REGULAR BOARD MEETING
January 24, 2023**

CALL TO ORDER

Mr. Huish called the Regular Meeting of the Fry Fire District Board to order at 6:00 p.m.

ATTENDANCE

Board Members in Attendance: Joseph Huish, Board Chairman
Eric Andersen, Board Clerk
Thomas Tucker, Board Member (electronically)

Board Members Absent: Robert McMurtrie, Board Member
Norman Sturm, Board Member

Staff in Attendance: Mark Savage, Fire Chief
Diana Jones, Billing Supervisor
Ben Archer Clowes, JVG
Steven Rodriguez, JVG (electronically)
Billy Seamans, Deputy Chief
Lydia Hunter, Beach Fleischman (electronically)

PLEDGE OF ALLEGIANCE AND INVOCATION

Mr. Huish led the Pledge of Allegiance and Mr. Andersen gave the invocation.

CONFLICT OF INTEREST

Mr. Huish reminded board members that they shall declare any conflict of interest. No board member declared a conflict at this time.

CALL TO THE PUBLIC

Mr. Huish opened the call to the public at 6:01 p.m.

There were no comments from the public.

Call to the public closed at 6:01 p.m.

APPROVAL OF MINUTES

a. Executive Session Minutes on October 25, 2022

Mr. Andersen made a motion to approve the Executive Session Minutes of October 25, 2022. Mr. Tucker seconded the motion.

Vote: 3-0.
Motion Carried.

b. Regular Board Meeting on December 27, 2022.

Mr. Andersen made a motion to approve the Regular Board Meeting minutes of December 27, 2022. Mr. Tucker seconded the motion.

Vote: 3-0.
Motion Carried.

NEW BUSINESS

a. Review, discussion and possible action regarding FY2022 Audit Report from Lydia Hunter, Beach Fleischman.

Lydia Hunter presented the FY2022 audit results. She stated Beach Fleischman is prepared to issue an unmodified opinion on the financial statements, the best opinion provided. The disclosures were neutral, consistent, and clear. There were no disagreements working with management. We were in compliance with State Statutes. We had no infracted adjustments. Ms. Hunter gave a summary of the adjustments, net position for a three-year trend, income, and expenses from the report. Ms. Hunter reminded and thanked the Board Members for their oversight role as an internal control for the District. Ms. Hunter briefly went over the ACFR and stated our GFOA certification for excellence in financial reporting is delayed due to understaffing.

Mr. Andersen asked if the County Assessor's Office has our numbers available yet. Chief Savage stated he reached out last month and they would not provide any estimates.

Mr. Andersen made a motion to accept the FY2022 Audit Report. Motion seconded by Mr. Tucker.

Vote: 3-0.
Motion Carried.

FINANCIAL REPORT

a. Review, discussion and possible action on the monthly financial report for December 2022.

Ben Archer Clowes from James Vincent Group (JVG) gave a PowerPoint presentation reflecting the financial reports for December 2022 and year-to-date. The board reviewed the warrants for the month. Mr. Archer Clowes stated we saw an increase in the PSPRS costs, we received our Prop 207 funding in December, and we are trending slightly over budget on overtime. A discussion followed.

Mr. Andersen made a motion to accept the December 2022 financial reports. Mr. Tucker seconded the motion.

Vote: 3-0.
Motion Carried.

COMMAND STAFF'S REPORT

Operations and Staffing – Chief Savage reported that Captain Allred has officially retired. She was unable to be here this evening but we are working to coordinate the presentation of her retirement axe at next month's Board meeting. Over the next few months we will also be recognizing several employees who are successfully completing their initial probation.

We had a few wildland interface and structure fires over the past month and have officially submitted our first invoice to the Arizona Department of Forestry and Fire Management (AZDFFM) for 2023. There are some significant changes coming to the AZDFFM billing process coming soon and we are looking forward to what should be a more efficient and streamlined online process.

Chief Seamans is continuing to recover well. He has been working light-duty and is anticipating release to full-duty in another month or so. He has been able to start picking up where Fire Marshal Shiver left off. We are continuing to rotate some of our Captains through the on-call position which is providing them with an opportunity for professional growth and development.

Engineer Clark is also recovering well. He has been working to support Fire Prevention and update our pre-incident fire plans while on light-duty. He is hoping to be cleared to return to full duty in another month or so.

We are actively working to fill two full-time and a few part-time vacancies. We currently have three full-time applicants who have passed the written and physical testing, with interviews scheduled for February 2nd.

Our seasonal fuel reduction team members are still performing incredibly well. Thanks to Engineer Allred and Captain Hall teaching CPR and Stop the Bleed today, we were able to plug them in with several members of the Ft. Grant crew working to clean up the easement along Yaqui. We anticipate them shifting back to their seasonal wildland firefighting jobs sometime in March or April.

Apparatus and Equipment – The Type 1 Engine that was recently purchased was taken to Phoenix earlier today for some warranty repairs. The new Tender was put into service last month. Earlier this month we used it to support a residential fire where it pumped 1000' of 4" hose. Being able to include two 4000-gallon water Tenders in our initial response is a game changer for us and really helps to ensure adequate water for firefighting during initial attack operations. It also eases some of the urgency for Tender support from our automatic-aid partners. Thanks again to Captain Kean and DC Seamans for developing a quality truck. On a related note, the bids for a second Tender were opened this morning with a recommendation for another Tender purchase on the list of action items for the Board this evening.

We are still waiting for an update from Demers on our new ambulances. They changed refrigerator vendors and we think we will be receiving a superior product to their prior vehicles.

Grants – Last month wrapped up our HVR grant with DFFM. We are still wrestling with the GIS piece and anticipate our final reimbursement as soon as we are able to wrap up the final reports. We shifted onto the HFI grant and will continue doing the same work we have been over the past few years utilizing a different funding stream.

The First Net Cradlepoints we ordered under the AFG grant have arrived. They sent an incorrect antenna which they will be swapping out. Chief Seamans met with First Net and CCIT yesterday to ensure that we are installing and programming them correctly to support our operations.

We also finally received the initial Philips LS therapy modules for the new cardiac monitors. These support 3-lead EKGs and manual defibrillation. In-service training has been completed and they should be showing up on our apparatus later this week. We are still waiting for the patient assessment modules that will support 12-lead EKGs, telemetry, and the rest of our patient assessment package. This purchase was supported by \$105,000.00 in congressionally (Senator Kelly) directed spending. As soon as we receive the equipment and make the payment, we will submit for the grant reimbursement.

SEACOM – Southeastern Arizona Communications is continuing to wrestle with staffing shortages. We are continuing to work with the Cochise County Sherriff's Office (CCSO) and Cochise County Office of Emergency Management (CCOEM) to support the Dispatch Academy through Cochise College. Both CCSO and CCOEM are continuing to provide extensive support on the HR and training side.

OLD BUSINESS

- a. Review, discussion and possible action regarding new communications tower and associated lease.

Chief Savage reported there is no news regarding the communications tower lease, our draft contract is still pending review and approval. Chief Savage believes they are working on gathering construction bids for the project.

No action was taken on the item.

NEW BUSINESS (Continued)

- b. Review, discussion and possible action regarding the purchase of a 4000-gallon water tender.

Chief Seamans provided Board members bids from two of the four companies contacted, two did not respond. OSCO Tank and Truck Sales provided a bid for a truck similar to

what we recently purchased, including requested additions, that was significantly less than the bid received from Velocity Vehicle Group. A discussion followed.

Mr. Andersen made a motion to allocate the funds to support the purchase of a 4000-gallon water tender from OSCO Tank and Truck Sales based on their proposal at \$453,597.00. Motion seconded by Mr. Tucker.

Vote: 3-0.

Motion Carried.

REQUESTS FROM BOARD MEMBERS

Mr. Andersen asked when we are going to have an open house. Chief Savage stated that Chief Seamans is working to finish off a few small station projects and hope that it will be soon.

ADJOURNMENT

Mr. Andersen made a motion to adjourn the Regular Meeting at 7:05 p.m. Motion seconded by Mr. Tucker.

Meeting adjourned at 7:05 p.m.

DATED THIS 25TH DAY OF JANUARY 2023.

Eric Andersen, Board Clerk
Fry Fire District Board