

**FRY FIRE DISTRICT
MINUTES OF REGULAR BOARD MEETING
July 25, 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 Robert McMurtrie, Board Member Norman Sturm, Board Member
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Board Members Absent:	Thomas Tucker, Board Member
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Staff in Attendance:	Mark Savage, Fire Chief Diana Jones, Billing Supervisor Dennis Ferrel, L4913 President Ben Archer Clowes, JVG Steven Rodriguez, JVG
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Others in Attendance:	Family, Friends, and Colleagues for the employee recognitions
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PLEDGE OF ALLEGIANCE AND INVOCATION

Mr. Huish led the Pledge of Allegiance and Mr. Sturm 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.

EMPLOYEE RECOGNITION

- a. Firefighter Badge and Oath Presentations to: Casey Anders and Joseph Rivera.

Chief Savage administered the oath of office and presented Firefighters Casey Anders and Joseph Rivera with their badges and helmet shields.

b. Engineer Badge Presentations to: Hannah Struse, Joseph Gonzales, Jonathan Leffelman.

Chief Savage presented Engineers Hannah Struse, Joseph Gonzales, and Jonathan Leffelman with their Engineer Badges.

c. Retirement Axe Presentations to: Fire Marshal Ed Shiver and Captain Jennie Allred.

Chief Savage presented Captain Jennie Allred, and Fire Marshal Ed Shiver with their retirement axes after many years of dedicated service.

LOCAL 4913 REPORT – This report is a summary of recent IAFF Local 4913 activities.

Dennis Ferrel reported there was a good discussion at the last union meeting regarding the Professional Firefighters Association conference attended by officers of the Local 4913.

The joint Fry Fire and Local 4913 pool party at the Cove was a huge success.

APPROVAL OF MINUTES

a. Regular Board Meeting on June 27, 2023.

Mr. McMurtrie made a motion to approve the Regular Board Meeting minutes of June 27, 2023.
Mr. Andersen seconded the motion.

Vote: 3-0. Mr. Huish abstained.
Motion Carried.

b. Regular Board Meeting Executive Session on June 27, 2023.

Mr. Andersen made a motion to approve the Executive Session Meeting minutes of June 27, 2023. Mr. Sturm seconded the motion.

Vote: 3-0. Mr. Huish abstained.
Motion Carried.

FINANCIAL REPORT

a. Review, discussion and possible action on the monthly financial report for June 2023.

Ben Archer Clowes from James Vincent Group (JVG) gave a PowerPoint presentation reflecting the financial reports for June 2023 and the fiscal year-to-date. We were over budget for revenue and tax revenue is slightly under budget for the month of June. Our year-to-date non-tax revenue is over budget due to ambulance revenues. Expenses were slightly over for the fiscal year. We were over budget more on revenue than expenses. A discussion followed. The board reviewed the warrants for the month and there were no questions.

Mr. Sturm made a motion to accept the June 2023 financial reports. Mr. McMurtrie seconded the motion.

Vote: 4-0.

Motion Carried.

b. Review, discussion and possible action on FY2023 year-end account balances.

Steven Rodriguez from JVG gave a PowerPoint presentation reflecting the financial reports for Fiscal Year 2023, cash position, and recommendations. The GFOA's recommended unrestricted fund balance is a minimum of two months of budgeted expenses. JVG's recommendation is 25%-30%. Ben Archer Clowes recommends moving \$150,000.00 into the capital reserve account.

Mr. McMurtrie made a motion to accept the FY2023 year-end financial reports and move \$150,000.00 into the capital account. Mr. Sturm seconded the motion.

Vote: 4-0.

Motion Carried.

COMMAND STAFF'S REPORT

Operations and Staffing – Firefighter Eric Friedenbergs resigned to return to work in Sunsites. We hired one Firefighter and a Firefighter Trainee. Andrew Vidinski is a paramedic who has been with us part-time. He was working full-time with Sierra Vista Fire and Medical Department. Patrick Ransford is coming on as a Trainee and has already started his initial training and will be coming online in the next few weeks. Nicholas Shaffer was also recently hired and successfully completed his paramedic program and will be working through our field training process.

We also have a Lieutenant applicant and full-time Paramedic in our testing process. If successful, they should get us almost back to full staffing. We received a medical retirement application from Engineer Bernal that may create an additional vacancy.

Huachuca City operations are continuing to run smoothly and we provided support for the July 4th Fireworks event.

Our wildfire season is continuing with personnel responding to provide IMT support to the Robles fire until yesterday when they were reassigned to a new fire near Arivaca.

This month we saw no local impact from border issues related to Title 42. Street releases started again last week with transports facilitated by AZDEMA through CCOEM that are moving people from Naco and Douglas to Pima County.

Annual physicals have been scheduled for all our firefighters the week of August 28th with our new vendor. Personnel have received their initial patient packets and lab orders for completion prior to their physicals, many of which will be able to be conducted on duty.

Thanks to Cochise County Office of Emergency Management, we will be hosting a G205 - Recovery from Disaster class from AZDEMA next week. There are approximately 12 students

registered to date. This is one of the Advanced Practitioner Courses that should help people from across the state get through the certificate pipeline.

Apparatus and Equipment – The first of our new ambulances is supposed to be physically delivered tomorrow. We are hoping it will pass the final inspection and be placed in service sometime in the very near future. We are still cautiously optimistic that the second ambulance will be here sometime later this summer. Mr. Ayers and Captain Kean have been busy repairing units. We will get the other Demers ambulances to Phoenix soon for new refrigerators and other warranty repairs.

We are still working to find out exactly what we need to do in order to sell surplus vehicles that were listed as assets under the Certificate of Participation, and replace them with new vehicles.

Grants – We finally received \$209,000.00 from ICA which was allocated to offset the costs of Covid-19 industrial compensation coverage. Ms. Perry did an exceptional job with our application and is actively providing support to other fire districts which were considering skipping the application process entirely.

The Philips Tempus Pro modules for our new cardiac monitors are still pending approval and delivery. The last timeline has them here in early 2024. Although we are up to date with HRSA grant reporting, we are currently working to update our federal grant policies, which are on tonight's agenda for review.

We are waiting on feedback for our pending federal grant requests including an air trailer, additional staffing, and additional cancer screening for our firefighters.

SEACOM – Southeastern Arizona Communications is getting their new hires through the training pipeline. They have several new trainees on the floor including the four remaining Dispatch Academy Graduates who have finally completed their medical and psychological evaluations. This month saw the successful transition to NexGen911 which supports text to 911 as well as other means of emergency communications. Last month they added dispatch services for the Cities of Bisbee and Willcox.

NEW BUSINESS

- a. Review, discussion and possible action regarding an MOU with 1582 for firefighter physicals.

Chief Savage said the MOU is below our budgeted cost but over his purchase limit. He is requesting Board approval to provide firefighters physicals.

Mr. McMurtrie made a motion to accept the MOU with 1582 for firefighter physicals. Mr. Andersen seconded the motion.

Vote: 4-0.

Motion Carried:

- b. Review, discussion and possible action regarding FFD Federal Grant Finance Policies.

Chief Savage provided the federal grant policies and procedures draft to meet HRSA requirements to the Board members for review. It will be forwarded to HRSA when finished in a few days.

No action was taken on the item.

c. Review, discussion and possible action regarding FY24 Fee Schedule.

Board Members were provided an updated FY24 Fee Schedule. Chief Savage stated a few of the rates increased to better reflect current hourly rates and salary. A discussion followed.

Mr. Andersen made a motion to accept the FY24 Fee Schedule. Mr. Sturm seconded the motion.

Vote: 4-0.

Motion Carried.

REQUESTS FROM BOARD MEMBERS

There were no requests from Board Members.

ADJOURNMENT

Mr. McMurtrie made a motion to adjourn the Regular Meeting at 6:45 p.m. Motion seconded by Mr. Sturm.

Meeting adjourned at 6:45 p.m.

DATED THIS 26TH DAY OF JULY 2023.

Eric Andersen, Board Clerk
Fry Fire District Board