

**FRY FIRE DISTRICT
MINUTES OF REGULAR BOARD MEETING
September 26, 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 Thomas Tucker, Board Member (electronically)
------------------------------	--

Board Members Absent:	Norman Sturm, Board Member
-----------------------	----------------------------

Staff in Attendance:	Mark Savage, Fire Chief Diana Jones, Billing Supervisor Kaleb Mauzy, Deputy Chief Michael Kean, Captain Ben Archer Clowes, JVG Steven Rodriguez, JVG
----------------------	---

Others in Attendance:	Jake Richardson, LGIP Portfolio Manager (elec)
-----------------------	--

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. Regular Board Meeting on August 22, 2023.

Mr. Andersen made a motion to approve the Regular Board Meeting minutes of August 22, 2023. Mr. McMurtrie seconded the motion.

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

NEW BUSINESS

- a. Review, discussion, and possible action regarding Arizona Treasury accounts.

Jake Richardson, LGIP Portfolio Manager for the Arizona State Treasurer's Office and Chief Savage provided Board Members with investment options and information regarding the Local Government Investment Pools (LGIP). Mr. Richardson stated Pool seven provides 100% liquidity and a greater yield than Cochise County Treasurer's Office has previously paid. With the Pool 7 option, there is no minimum balance, we can set up sub-accounts to keep track of our different funds, and receive monthly statements portraying all transactions. Mr. Andersen asked if Cochise County can do better than the extremely low interest rate they currently offer. Chief Savage stated he had received no response from the Cochise County Treasurer's Office but would send another email requesting clarification.

Mr. McMurtrie made a motion to adopt Resolution 2023-004, which authorizes the establishment of an LGIP account with Mr. Huish, Mr. Andersen, and Chief Savage named and authorized to transfer District monies between the LGIP operated by the State Treasurer of Arizona and accounts managed by the Cochise County Treasurer. Assuming no issues are discovered during continued due diligence, the initial recommendation was to deposit up to \$3.6 million from our Capital Investment and Leave Reserve accounts in the Pool 7 option. Mr. McMurtrie amended the motion to also empower Chief Savage to execute adjustments as necessary to the best of his ability and resolve issues on a day-to-day basis. Mr. Andersen seconded the motion.

Vote: 4-0.
Motion Carried.

FINANCIAL REPORT

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

Ben Archer Clowes from James Vincent Group (JVG) gave a PowerPoint presentation reflecting the financial reports for August 2023 and year to date. Tax Revenue was close to budget with a small variance. Non-tax revenue was over budget due to ambulance revenue. We were under budget on the expense side. Year-to-date tax revenue is slightly under budget due to timing, non-tax revenue is over budget due to ambulance and ARPA funding. Expenses year-to-date are under budget. A discussion followed. The board reviewed the warrants for the month and there were no questions.

Mr. Andersen made a motion to accept the August 2023 financial reports. Mr. McMurtrie seconded the motion.

Vote: 4-0.
Motion Carried.

COMMAND STAFF'S REPORT

Operations and Staffing – We are continuing to make progress with staffing and have all but one position filled. This month we hired two new EMS-Only Paramedics and one new Firefighter / EMT. All three are currently in our on-boarding training and are expected to be on shift in the next month or so. Our new Lieutenant, Carlos Cota, is continuing to train at Station 142 and is expected to move to Station 161 next month. This will fill the Lieutenant positions and leave an Engineer vacancy created by the recent retirement of Christopher Bernal.

Huachuca City Operations are continuing to run smoothly. Monthly calls increased slightly this month over last.

Chief Savage reached out to our automatic aid partners to get a feel for their interest in hiring a consultant to evaluate whether we may be able to do a better job of working together beyond our current automatic aid agreements. Chief Foster with Whetstone expressed some tentative interest in the concept. He wanted to run the idea past his board and labor. There has been no word from Chief Buonaccorsi with Palominas.

Ms. Jones, Chief Seamans, and JVG are beginning to compile the data needed for our mandatory Medicare Ground Ambulance Data Collection System.

Our out-of-district wildfire season is off and running. Last month we sent a Type 6 engine and three personnel to assist with wildfires in east Texas. They worked for 21 days and are all back safely and currently on R&R.

Almost all of our personnel have completed their annual firefighter physicals with 1582. The feedback has been incredibly positive, and we anticipate staying with them next year as well. Two individuals who missed the physicals here will likely complete their physicals in Tucson in October.

We are continuing to work closely with the Cochise County Superintendent's Office to support the development and deployment of their Emergency Crisis Response Teams and anticipate providing significant coaching with Compression-Only CPR and Stop the Bleed training.

Apparatus and Equipment – The last of our new ambulances made it to Phoenix and we are hoping it will be delivered to us in the next few weeks. It will be placed into service at Station 142. We are continuing to work with Gust Rosenfeld to determine what is required to surplus aging vehicles. Captain Kean advised that he anticipates Osco beginning construction on the new tender by the end of this year.

Grants – Our request to ADEM for reallocated EMPG funds from FY21 was approved for funding. Reports and the request for reimbursement have been submitted, potentially offsetting roughly \$56,000 of emergency management-related radio and equipment costs.

Chief Savage met with a Philips representative this morning. The Tempus Pro modules for our new cardiac monitors are still pending final approval by the FDA and subsequent delivery. The most recent timeline still has them here in early 2024, however Philips may provide us with some loaner units in the interim.

The regional application submitted by Arizona Fire and Medical Authority, which included approximately \$120,000.00 for additional cancer screening for our firefighters, was approved. The grant has the potential to provide all our Firefighters with a thorough cancer screening. The required match is approximately \$12,000.00.

We are continuing to wait for feedback on our other pending federal grant requests including a regional air trailer and SAFER grant funding for additional staffing.

We are continuing to make progress with the fuels reduction grant. This month we provided the Tucson Crew with a CPR / Stop the Bleed class and coordinated some access to parcels to support saw training. Chief Savage is continuing to work on an amendment request to add some acreage in the Oaks neighborhood south of Three Canyons Road that was burned during this year's Wild Horse Fire to the current agreement.

SEACOM – Southeastern Arizona Communications is continuing to develop. Ms. Wilkins is serving as the official Director. She is currently working with Dr. Brunacini and Chief Seamans to develop a dispatch diversion process with the potential to remove lower acuity calls from the 911 system. Once this is developed, a separate call center would handle most low acuity calls telephonically and dispatch a crisis response team as needed rather than Fire / EMS, and law enforcement.

NEW BUSINESS (Continued)

- b. Review, discussion, and possible action regarding tower lease with CIS.

Chief Savage stated Clark Information Systems (CIS) recently changed owners. Our current contract is expiring and will be up for renewal. The current version does not include an annual inflator or extension language. This contract will come back to the board once drafted.

No action was taken on the item.

- c. Review, discussion, and possible action regarding Part-Time CEP pay.

Chief Savage stated one of the positions we left out of our recent compensation study was part-time Paramedic pay. A local market analysis showed rates from \$20-\$30 an hour. We currently pay \$17 an hour. Chief Savage requested Board approval to increase our rate for part-time Paramedics to \$20.00 an hour. A conservative cost estimate for the remainder of the fiscal year based on the hours worked year-to-date by our current part-time Paramedic is less than \$4,000.00.

Mr. McMurtrie made a motion to adjust the pay scale for Part-Time Paramedics to \$20.00 per hour. Mr. Andersen seconded the motion.

Vote: 4-0.
Motion Carried.

- d. Review, discussion, and possible action regarding the Fire Chief's annual performance review*.

Chief Savage requested to go into executive session to discuss his annual performance review.

Mr. Andersen made a motion to go into executive session. Mr. McMurtrie seconded the motion.

Vote: 4-0

Motion carried.

Executive Session entered at 6:48 p.m.

The Regular Session resumed at 7:21 p.m.

Mr. McMurtrie made a motion to approve the Fire Chief's annual performance review as written. Mr. Andersen seconded the motion.

Vote: 4-0.

Motion carried.

REQUESTS FROM BOARD MEMBERS

Mr. Andersen would like to discuss the development of a marketing plan to ensure all of the work the District does is recognized and to better inform our constituents. Mr. Tucker asked that we also include a discussion with marketing professionals about future challenges with annexation or expansion.

Mr. McMurtrie would like to discuss the potential for rewarding high performance within the fire department. Mr. McMurtrie would also like to be informed of any upcoming holiday events involving the Fire District personnel.

New meeting dates were also selected during the months of November and December due to the holidays. The November meeting will be held at 1800 hours on November 14, 2023. The December meeting will be held at 1800 hours on December 12, 2023.

ADJOURNMENT

Mr. Andersen made a motion to adjourn the Regular Meeting at 7:26 p.m. Motion seconded by Mr. Sturm.

Meeting adjourned at 7:26 p.m.

DATED THIS 27TH DAY OF SEPTEMBER 2023.

Eric Andersen, Board Clerk
Fry Fire District Board