

**FRY FIRE DISTRICT
MINUTES OF REGULAR BOARD MEETING
December 12, 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) Norman Sturm, Board Member
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Board Members Absent:	None
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Staff in Attendance:	Mark Savage, Fire Chief Diana Jones, Billing Supervisor Billy Seamans, Deputy Chief Steven Rodriguez, JVG (electronically)
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Others in Attendance:	Eric Maneval, Beach Fleischman (electronically) Family, Friends, and Colleagues for employee recognition.
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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. FFD Badge Presentations to:

- a. Deputy Chief Kaleb Mauzy

Chief Mauzy was unable to attend tonight's board meeting due to his attendance at the National Fire Academy.

- b. Deputy Chief Billy Seamans

Chief Savage shared several of Deputy Chief Seamans' recent accomplishments and presented him with his badge.

NEW BUSINESS

- a. Review, discussion, and possible action regarding FY2023 Annual Audit conducted by Beach Fleischman.

Board members were provided packets for the annual audit from Beach Fleischman. Eric Maneval gave a presentation on the results of the FY23 annual audit. Beach Fleischman issued an unmodified opinion, our ambulance receivables collectability is appropriate for the industry, our capital assets are appropriate, our pension estimates are consistent with what the state wants recorded, and there were no disagreements with management. For internal controls and segregation of duties, based on the size of the district, the role of the fire board and their oversight is key to the organization.

Mr. Sturm made a motion to approve the FY2023 Annual Audit. Mr. Andersen seconded the motion.

Vote: 5-0.

Motion Carried.

APPROVAL OF MINUTES

- a. Regular Board Meeting on November 14, 2023.

Mr. Sturm made a motion to approve the Regular Board Meeting minutes of November 14, 2023. Mr. Andersen seconded the motion.

Vote: 5-0.

Motion Carried.

FINANCIAL REPORT

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

Steven Rodriguez from James Vincent Group (JVG) gave a PowerPoint presentation reflecting the financial reports for November 2023, and year to date. Tax Revenue was under budget this month due to timing, and non-tax revenue was slightly over budget for the month. Expenses for November were slightly under budget, also due to timing. Next month's report will see an increase in fuel costs due to two invoices. Year-to-date tax revenue is 1% under budget, and non-tax revenue is over budget due to wildland, ambulance, grant reimbursements, and ARPA

funding. A discussion followed. The board reviewed the warrants for the month and there were no questions.

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

Vote: 5-0.
Motion Carried.

COMMAND STAFF'S REPORT

Firefighter / Paramedic Andrew Vidinski and Firefighter / EMT Patrick Ransford demonstrated one of the loaner Philips Cardiac monitors and the interchange with IntelliSpace Corsium online. Firefighter Vidinski stated the hospital has access to live feed from the monitors. The monitors also provide an interpretation of 12-lead results. The defibrillator is separate from the monitor but transfers information through Bluetooth. The new monitor design will allow us to deploy additional defibrillators on front-line apparatus.

Operations and Staffing – Chief Savage shared that we are continuing to see improvements from reaching full staffing levels this month. Getting personnel back online and operational this month supported the return of a second paid time off (PTO) slot and reflects the difference between our assigned daily staffing levels of 13 personnel with our minimum staffing level of 11 personnel.

All our personnel completed their annual physicals last month. Crews are now working to develop a quarterly physical fitness assessment to add another layer to our health and fitness program.

As Beach Fleischman shared, we received another clean audit report. We also received our third annual Government Finance Officers Association (GFOA) award for Excellence in Financial Reporting. These are both trends we expect to continue.

Apparatus and Equipment – This month saw us remove our oldest ambulance from the AZDHS roster. We are still waiting for lien releases from Zion Bank (COP) to be processed and will surplus the 2008 ambulance as well as a few other aging vehicles once the titles are cleared.

Grants – Unfortunately, we received a turndown notice for our SAFER grant application last week. Chief Savage expects to receive a similar notification regarding the AFG request for funding for an air trailer any day as well.

We are still working to refine our application for a Building Resilience and Infrastructure grant to provide backup emergency generators for Stations 141 and 143. We hosted a site visit from the ADEM Mitigation Team that was incredibly productive. They provided great feedback and recommendations as well as access to some additional grant development tools. Chief Savage anticipates updating our application based on their feedback later this week. These grants have a 25% match requirement, which may equal roughly \$25,000.00 for the total project. We may also be able to use the same application to request Post Fire funding that may have a little shorter timeline.

Our Fire Incident Management Software system award for approximately \$234,000.00 from the Arizona Department of Administration is off and running. We ordered new tough tablets and signed the contract with Florian for CAD integration. Chief Seamans will be working with them in the coming weeks to make sure that data is flowing seamlessly between Spillman and Florian so that once we deploy the system it functions flawlessly. This grant has no match requirement and will also provide mobile devices that will enhance situational awareness for incident managers to include providing them with the ability to access real-time personnel tracking during emergency incidents. The next three years of data service are also included in the grant.

Our Hazardous Fuels Crew continues to make steady progress in the Oaks Subdivision, cleaning up fuels left from the Wildhorse Fire. This morning we submitted a reimbursement request to DFFM for approximately \$42,700.00 in grant funds.

SEACOM – Southeastern Arizona Communications is continuing to grow. This month saw Ms. Wilkins' contract and an IGA with the City of Douglas approved. Next month should see the addition of part-time support to Ft. Huachuca. Ms. Wilkins is continuing to push SEACOM forward and has also been in discussions with Benson and Sonoita-Elgin Fire Department regarding joining the center. Chief Seamans continues to provide extensive support with mapping response areas across the county.

AZ State Treasurer – We completed funding our accounts with the State Treasury LGIP Pool 7 and are seeing positive returns from our Capital Improvement and Leave Reserve accounts.

NEW BUSINESS (continued)

- b. Review, discussion, and possible action regarding ESCI Project Proposal for Agency Review and Evaluation.

Chief Savage is requesting Board approval for funding and authorization to proceed with the Project. Our portion of the study would not exceed \$10,500.00, after reimbursement from Palominas and Whetstone Fire Districts for their portions of the \$16,568.00 total. The Project is a combined effort to collect information about how we may be able to do a better job of collaborating beyond our current automatic aid agreements between the three Fire Districts with direction from an outside expert.

Mr. McMurtrie made a motion to approve the ESCI Project Proposal for Agency Review and Evaluation, not to exceed payment of \$10,500.00, and must include participation from the other two agencies. Mr. Tucker seconded the motion.

Vote: 5-0.

Motion Carried.

- c. Review, discussion, and possible action regarding FY2024 SEACOM Subscriber Agreement.

Board members were provided copies of the FY2024 SEACOM Subscriber Agreement.

Mr. Tucker made a motion to accept the FY2024 SEACOM Subscriber Agreement. Mr. Sturm seconded the motion.

Vote: 5-0.
Motion Carried.

- d. Review, discussion, and possible action regarding replacement of the living quarters at 206 N. Second St.

Chief Savage stated we are requesting \$325,000.00 to replace the 25-year-old mobile home at 206 N. Second Street. Mr. Huish would like to see additional documentation of what is included in the proposal. Mr. McMurtrie would like to see bids for site-built and prefabricated home options for comparison.

Item tabled until January's regular board meeting.

REQUESTS FROM BOARD MEMBERS

Board members would like to see proposals for options on the replacement of living quarters at 206 N. Second Street.

Mr. McMurtrie would like to revisit an advertising campaign. Mr. Tucker stated we should check with Cochise College or U of A South to see about utilizing student input from a marketing program.

ADJOURNMENT

Mr. McMurtrie made a motion to adjourn the Regular Meeting at 7:04 p.m. Motion seconded by Mr. Sturm.

Meeting adjourned at 7:04 p.m.

DATED THIS 13TH DAY OF DECEMBER 2023.

Eric Andersen, Board Clerk
Fry Fire District Board