FRY FIRE DISTRICT
MINUTES OF REGULAR BOARD MEETING
October 22, 2024

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
Board Members Absent:	None
Staff in Attendance:	Mark Savage, Fire Chief Diana Jones, Billing Supervisor Steven Rodriguez, JVG
Others in Attendance:	Lydia Hunter, Beach Fleischman (electronically) Julio Vega, Beach Fleischman (electronically) Family, Friends, and Colleagues for employee recognition.

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.

EMPLOYEE RECOGNITION - Loyalty Oath and Badge Presentations to:

a. Lieutenant / Paramedic Carlos Cota

b. Firefighter Sebastian Floyd
c. Paramedic Michelle Robbins

Chief Savage administered the oaths of office and presented Lieutenant / Paramedic Carlos Cota, Firefighter Sebastian Floyd, and Paramedic Michelle Robbins with their badges after successful completion of probation. Lieutenant / Paramedic Carlos Cota and Firefighter Sebastian Floyd were presented helmet shields.

FY2024 ANNUAL AUDIT PRESENTATION

a. Review, discussion and possible action on the FY2024 Annual Audit conducted by Lydia Hunter of Beach Fleishman.

Lydia Hunter with Beach Fleishman stated they are prepared to issue an unmodified opinion on the FY2024 financial statements, the highest opinion offered. Lydia Hunter provided a summary of the required communications, financial information, internal controls, and the financial report. Total assets and cash were a little higher than last year. Liabilities were in line with last year. Total revenues and operating expenses increased over the previous year. Beach Fleischman recommends reminding employees of the importance of timely credit card receipt submission.

Mr. McMurtrie made a motion to accept the FY2024 Annual Audit. Mr. Sturm seconded the motion.

Vote: 5-0.
Motion carried.

APPROVAL OF MINUTES

a. Regular Board Meeting on September 24, 2024.

Mr. Andersen made a motion to approve the Regular Board Meeting minutes of September 24, 2024. Mr. Sturm seconded the motion.

Vote: 5-0.
Motion carried.

b. Executive Session of the Board Meeting on September 24, 2024.

Mr. McMurtrie made a motion to approve the Executive Session Board Meeting minutes of September 24, 2024. Mr. Andersen seconded the motion.

Vote: 5-0.
Motion carried.

FINANCIAL REPORT

a. Review, discussion, and possible action on the monthly financial report for September 2024.

Steven Rodriguez from James Vincent Group (JVG) gave a PowerPoint presentation reflecting a summary of the financial reports for September 2024, and year to date. The non-tax revenue was over budget due to ambulance. Tax revenue was under budget for the month and year to date. Total expenses for the month were under budget. Year to date non-tax revenue was over budget, and total expenses were over budget. A discussion followed. The board reviewed the warrants for the month and there were no questions.

Mr. Sturm made a motion to accept the September 2024 financial reports. Mr. Andersen seconded the motion.

Vote: 5-0.
Motion carried.

COMMAND STAFF'S REPORT

<u>Operations and Staffing</u> – Chief Savage stated our out-of-district wildfire season seems to be wrapping up. All our apparatus and personnel have returned from assignment. Almost all our invoices have been entered and forwarded to the Arizona Department of Forestry and Fire Management (DFFM) for payment.

We hired two new full-time employees, and both have successfully completed their initial training and have been assigned to shifts. Daniel Mead has been assigned to B-Shift and Mathias Slattery to C-Shift. We also hired Isabell Haros as a Community Risk Reduction Technician to work on our strategic communications plan, public education and social media.

We are continuing to make progress on our 2025-2030 Strategic Plan. This month saw two more internal stakeholder workshops and the development of several priority focus areas. Chief Savage is proud of our team who have been participating and providing great insight and input for the workshops. Our draft goals and objectives have been pushed out to all of our personnel with feedback due before October 29, which should be our last internal workshop date.

Deputy Chief Mauzy, L4913 President Ferrel, and Chief Savage met with all of our crews as part of the Fire Station Safety Leadership Program. This included extensive visits with all personnel during which we attempted to elicit their concerns regarding firefighter safety. This is part of a research project we are participating in with a Doctoral student through the University of Utah. We anticipate identifying and prioritizing safety-related action items next month.

Deputy Chief Seamans and Captain Hall are continuing to provide training to shift personnel with ImageTrend to continue our transition off the Health EMS platform. The platform integrates better with several of the tools used by our providers and should also streamline our ambulance billing and data analysis processes. Ms. Jones and Ms. Ramirez attended a training conference on the ImageTrend Billing Bridge, and we are looking forward to being able to continue providing timely and efficient billing services on the new platform.

Deputy Chiefs Seamans and Mauzy both completed the Arizona Chief Executive Officer Program last week. This training provided them with additional insight from and exposure to several fire executives from across the state.

Facilities – Deputy Chief Seamans is continuing to work with WSM Architects to finalize the contract terms to develop our options for Fire Stations 141 and 143. WSM has also provided some feedback on the planning and design work for the backup generators we requested funding for through FEMA.

We are still working to coordinate matching paint for the maintenance shop.

We are hosting an EMT class for the USBP in our classroom through the end of November. This is the second class we have supported them with and appreciate the extra value their EMS training will provide to patients on some of our most remote calls!

Apparatus and Equipment – Our second Osco Tender should be nearing completion. We anticipate sending Captain Kean and Mr. Ayers back to Osco for a final construction review in the next month with delivery to follow. We are continuing to work on specifications for bids to update our older 4000-gallon Tender once we receive delivery of the new one.

The ambulance that was flooded is at Ford for repairs. The last outstanding estimate is for the replacement of the Stryker Auto-Load platform. Once it is received, we should be able to complete the insurance claim. District-wide training for all personnel regarding roadway hazards, specifically flooding, is pending.

Grants – Our Assistance to Firefighters grant request to FEMA was denied. We anticipate receiving a similar notice on the SAFER grant requests.

The Arizona Governor's Office of Highway Safety formally approved our grant agreement for new extrication tools. We have received two of the three bids for new extrication tools and anticipate making a purchase for Station 161 in Huachuca City soon.

We are also continuing to work through the approval process for another fuel reduction grant from the Arizona DFFM. The tentative award will provide approximately $150,000 in funding to continue treating wildland hazardous fuels in our highest risk interface areas. As of yesterday, our seasonal fuels crew is back up and running and we anticipate requesting an extension to the current grant through March to complete the requested acreage.

We are still waiting for feedback on an EMPG request for our newest command truck (DC141). This is a 50% match grant for reallocated federal funding that could see us reimbursed for emergency management-related capital improvement dollars we have already spent. If approved, we may see approximately $53,000.00 in grant funds.

We successfully deployed the Florian / 3am incident management system, however we are working to clean up some of the user interface and add some functionality to better utilize the tool in our area.

NEW BUSINESS

a. Review, discussion and possible action regarding new policies requested by HRSA.
Chief Savage provided three draft policies to board members. Our Philips Cardiac Monitors Grant was a congressionally directed spend grant through Health Resources and Services Administration (HRSA). The federal Department of Health Services (DHS) requires the

implementation of Language Access, Nondiscrimination, and Complaint Process policies under the grant to comply with the Civil Rights Act and Affordable Care Act. The drafts will be returned to the board for approval when DHS and Mr. Matura have finished reviewing them.

No action taken on this item.

b. Review, discussion and possible action regarding out-of-district deployments.

Chief Savage said he is looking for Board guidance on out of District responses specific to chief officers. We have received out-of-state mutual aid requests for support with national disasters through the Arizona Department of Emergency and Military Affairs. A discussion followed. Mr. Tucker said these deployments are invaluable opportunities that allow incident managers to learn how to deal with large scale incidents and give them some experience. Mr. McMurtrie does not want to see anyone take advantage of the District or use deployments to artificially increase their pension. Chief Savage stated we would take a very measured approach, possibly one deployment per year, assuming all critical operational needs are met. Mr. Sturm stated he is okay with assignments if limited, possibly two weeks, and the other Chief Officers are available to cover for the duration of the deployment.

No action taken on this item.

c. Review, discussion and possible action regarding the status of outstanding legal claims.*

Chief Savage reported there is no news on the lawsuit. Mr. Matura is still waiting for a judicial decision on his motion to dismiss.

No action taken on this item.

REQUESTS FROM BOARD MEMBERS

The regular fire board meetings for November and December were each bumped up one week after a discussion regarding the upcoming holidays.

ADJOURNMENT

Mr. Andersen made a motion to adjourn the Regular Meeting at 7:15 p.m. Motion seconded by Mr. Sturm.

Meeting adjourned at 7:15 p.m.

DATED THIS 23RD DAY OF OCTOBER 2024.

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Eric Andersen, Board Clerk
Fry Fire District Board