

MINUTES

AVRA VALLEY FIRE DISTRICT

REGULAR MEETING OF THE BOARD OF DIRECTORS



Meeting Date: Tuesday, March 28, 2023

Meeting Time: 5:00 PM

Location: 21021 E. Homestead Drive, Red Rock, AZ 85145

RECORDING ON.

- 1) **Call To Order** Chairman Castaneda called the meeting to order at 5:00 PM.
- 2) **Pledge of Allegiance to the Flag of the United States of America**
- 3) **Roll Call and Confirmation of a Quorum**

Chairman Castaneda	Chief Delfs
Vice-Chairman Armendarez	Assistant Chief Klein
Clerk Bren	Lorrie Palmquist
Director Neilson	Chris Wencker present by phone
Director Goss, absent/excused	
- 4) **Recognition of Personnel** NONE
- 5) **Call To The Public** NONE
- 6) **Announcements, Current Events & Correspondence**
 - Marana State of the Town April 6 at Ritz-Carlton, Dove Mountain
 - Celebration of Life for previous Board member James Haffner at the Chapel in the Picacho RV Park on May 7 at noon.
- 7) **Review, Discussion and Possible Action regarding presentation of the FY22 Audit Report**

James Saunders joined the meeting telephonically to present the FY22 Audit Report. He stated that FY22 was different from prior audit years due to the fact that the District had Federal Grant awards requiring special audit procedures. Overall, there were no issues or findings. Mr. Saunders directed the Board's attention to the following clean opinions contained in the audit report:

Page 5: The financial statements present fairly the respective financial position of the District.

Page 77: No deficiencies in internal controls were identified, nor any instances of noncompliance.

Page 81: The District complied with the State of AZ fire district regulatory requirements.

Page 87: The District is in compliance with the rules related to the Federal grant awards.

Chairman Castaneda offered thanks to the auditor and District staff. Clerk Bren motioned to accept the FY22 Audit Report. Director Neilson seconded. ***Motion carried unanimously, 5:0***
- 8) **Review, Discussion and possible Action to approve the Minutes from the regular meeting held February 23, 2023.**

Clerk Bren motioned to approve the Minutes from the regular meeting held February 23, 2023. Vice-Chairman Armendarez seconded. ***Motion carried unanimously, 5:0.***

9) **Chief's Report**

The Fire Chief may update the Board on items of interest relating to but not limited to the following: Response times, vehicles, facilities, labor relations, personnel, finance, grants, communications and/or training. Alternatively, the Fire Chief may provide written comments in the Board Member's packets or by email. The Board Members may ask clarifying questions and they may direct the Chief to place items on future agendas for further discussion or action.

The Chief highlighted the following item from his report:

- We have cancelled our auto aid agreement with Picture Rocks Fire District. Our District will respond under mutual aid if we have resources available. Brief discussion ensued.

10) **Review, Discussion and possible Action to modify and/or approve the February 2023 Financial Reports and authorize the Chairman and Clerk to sign the Certificate of Review**

Clerk Bren motioned to approve the February 2023 financial reports and authorize the Chairman and Clerk to sign the Certificate of Review. Vice-Chairman Armendarez seconded. *Motion carried unanimously, 5:0.*

11) **Review, Discussion and possible Action to expend \$15,697.49 from the capital line item to Hye Tech Network and Security Solutions, LLC, and to instruct the Fire Chief to proceed with the necessary network upgrades to make our network more robust and secure.**

Chief Delfs addressed the Board, explaining that this upgrade has been recommended by the Golder Ranch IT staff. He commented that the servers are vulnerable to attack and if someone enters ours, then the entire consortium is affected. So, it is highly recommended to upgrade. Golder IT has looked at the entire consortium network and made recommendations for upgrades to everyone involved. Clerk Bren motioned to expend the \$15,679.49 to *Hye Tech Network and Security Solutions* and to instruct the Fire Chief to proceed with the necessary network upgrades to make our network more robust and secure. Director Neilson seconded. *Motion carried unanimously, 5:0.*

12) **Reports of Board Members and Staff** **NONE**

13) **Future Agenda Items** **FY24 Budget**
Celebration of Life for previous Board member Haffner

14) **Date of Next Board Meeting** **April 27, 2023**

15) **Adjournment:**

Vice-Chairman Armendarez motioned to adjourn the meeting. Clerk Bren seconded. *Motion carried unanimously, 5:0.* Meeting adjourned at 5:28 PM.

Recording Off.



SIGNED

4-27-2023

DATE

Luis Castaneda, Jr., Chairman Thomas Armendarez, Vice-Chairman Cody Bren, Clerk Eric Neilson, Member Michelle Stark-Goss, Member
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