

MINUTES

AVRA VALLEY FIRE DISTRICT REGULAR MEETING OF THE BOARD OF DIRECTORS



Meeting Date: Wednesday August 27, 2014
Meeting Time: 10:00 AM
Location: 15790 W. Silverbell Road, Marana, AZ 85653

Recording On.

- 1) **Call To Order** Chairman Castaneda, Jr. called the meeting to order at 10:04 AM
- 2) **Pledge of Allegiance** The *Pledge of Allegiance* was recited by all present.
- 3) **Roll Call** The roll was called by Secretary Palmquist. In attendance:

Chairman Castaneda, Jr.	Chief Delfs (excused)
Vice-Chair Aleyna Lassen (present by phone)	Assistant Chief Klein
Clerk Sara Bauer	Lorrie Palmquist, Finance/Admin Manager
Director Eric Neilson	
Director Brian Horch	Counsel Wencker (present by phone)

Several firefighters were in attendance. Many family members of the firefighters were in attendance.

4) **Recognition of Personnel and Badge Pinnings**

Assistant Chief Klein addressed the Board stating that the District has recently promoted six FF/EMTs from reserve to full-time, as well as promoting two paramedics to full-time. He commented that these individuals will increase our professionalism and the District is proud to welcome them to the Avra Valley family. He expressed thanks to all family members in attendance. The Chairman also offered thanks to the firefighters and their families for their dedication and sacrifice.

Congratulations to the following firefighters and paramedics on their recent promotions:

Andrew Armstrong	Ralph Hiraes
David Collings	Karsten Lippert
Jeremiah Enriquez	Luis Montano
Filiberto Felix	Mike Tharp
Ricky Gillmore	

5) **Approval of Minutes from the Regular Board Meeting and Executive Session held July 23, 2014**

Clerk Bauer motioned to approve the minutes from both the regular Board meeting and the Executive Session held July 23, 2014. Director Neilson seconded. *Motion carried unanimously, 5:0.*

6) **Call To The Public** **None.**

7) **Announcements, Current Events & Correspondence**

Assistant Chief Klein directed the Board members to their packets, especially pointing out the “Thank-you” notes received from several elementary school children for recent events conducted by our firefighters. Ms. Palmquist displayed a sample of the “give-away” bag containing educational materials which is given out at special events.

8) **Chief’s Reports**

- **Chief Delfs** – training, vehicles, labor relations, personnel, stations, communications
- **Chief Klein** - operations and response times

Assistant Chief Klein directed the Board to Chief Delfs’ notes in their packets. He stated that one wildland crew is still in California, but is expected to return on Friday. He further explained that this crew was held up for over one week due to the engine pump having to be replaced. They were redeployed in California on a two-week assignment.

Chief Klein updated the Board on the Community Paramedicine Program, stating that personnel have been trained and we are moving forward. Currently, the legal department at St. Mary’s Hospital is reviewing the agreement, but the program will proceed after their review is complete. Counsel Wencker stated he will be glad to look at the agreement if necessary.

Currently, the District still has one firefighter out due to orthopedic surgery. The District is in the process of hiring reserves and promoting Captains. The District has received both new ambulances. One is in service and the other is awaiting State inspection. The command vehicles have not yet arrived. The District is continuing to meet/exceed the established response times.

9) **Review and Discussion regarding the cancellation of the November 2014 election of Board members**

Counsel Wencker confirmed that Statute allows for cancellation of an election if only one person is running for an open position. Chairman Castaneda stated that cancelling the election will save approximately \$2,500 in the budget. He will contact a Pima County judge to swear in the Board members in November.

10) **Review, Discussion and possible Action to approve the July 2014 Financial Reports and authorize the Chairman and Clerk to sign the Certificate of Review.**

Assistant Chief Klein reminded the Board that FY14 was completed in the black, stating that we kept expenses down to offset the decreased ambulance revenue. Ms. Palmquist stated that the audit has been scheduled for October, and pointed out that the Treasurer’s account is in the positive. Director Horch motioned to approve the July 2014 Financial Reports and authorize the Chairman and Clerk to sign the *Certificate of Review*. Clerk Bauer seconded. ***Motion carried unanimously, 5:0.***

11) **Review, Discussion and possible Action regarding the Intergovernmental Agreement with Pima Community College**

Agenda item tabled because nothing has been received from Pima College.

12) Review, Discussion and possible Action to adopt an amendment to the Intergovernmental Agreement with Northwest Fire District for provision of Dispatch Services for fiscal year 2014-15

Agenda item tabled because nothing has been received from Northwest Fire District.

13) Review, Discussion and possible Action regarding contracting with AVOCA Traumatic Stress and Wellness Consultants' Services to provide Employee Assistance Services

Director Lassen stated that the consultants will provide financial information by the September meeting, and will plan to attend that meeting for discussion and review.

14) Review, Discussion and possible Action regarding the building projects

Assistant Chief Klein summarized the ongoing projects, stating that Station 194 buildings have been moved onto the property and the contractors are working on the interior. Pictures have been posted on our website. Station 192 is still in the permitting process. Director Horch inquired about where the District mechanic will be housed. Chief Klein responded that Tom will remain at Station 191.

15) Reports of Board Members and Staff

Clerk Bauer and Director Neilson will be attending the Pinal County Breakfast on September 4, 2014.

Assistant Chief Klein summarized a request for website maintenance. Chairman Castaneda stated his understanding that staff was given authority to keep the site up and running.

16) Future Agenda Items

- Pima College IGA
- Northwest Fire District IGA
- AVOCA Consultants' Services

17) Date of Next Board Meeting - September 24, 2014

18) Adjournment

Clerk Bauer motioned to adjourn the meeting. Director Horch seconded. Vote unanimous, 5:0.

Meeting adjourned at 10:51 AM.

Recording Off.

Approved

Date

Board Members

Luis Castaneda, Jr. Aleyna Lassen Sara Bauer Eric Neilson Brian Horch

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