



**SUMMIT FIRE & MEDICAL DISTRICT
GOVERNING BOARD
REGULAR SESSION
MINUTES
March 15, 2017**

(Agenda items may have been taken out of order at the discretion of the Board Chairman)

1. CALL TO ORDER

Board Clerk Timney called the Governing Board Meeting to order on Wednesday, March 15, 2017, at 3:01 pm, at Station 37, 5500 N Fort Valley Road, Flagstaff, Arizona.

2. ROLL CALL OF BOARD MEMBERS / AFFIRMATION OF QUORUM

Members Present: Board Clerk Jim Timney, Board Member Jim Newkirk, Board Member Jim Duskocil, Board Member Mike Milich
Board Chairman Rick Parker was absent

Administrative: Fire Chief Mark Gaillard, Deputy Chief Jerry Bills, Administrative Officer Chris Gioia, and Administrative Assistant Tammy Schieffer

Public: Cindy Duskocil

3. PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

4. CALL TO THE PUBLIC

Cindy Duskocil – (wife of board member Jim Duskocil) – I am the president of Ft Valley Neighborhood Association. We have had some ongoing conversations in our area about trying to get our station out there re-opened. I would like to address the board on....asking you guys if you would start to consider more, like what could be done to get that station opened sooner, rather than later. I know there are some other things being talked about, as far as placement in a different area. But, just because of the needs of the people out there, because of our distance from town. Some of the snow play traffic that we are dealing with makes access in and out of there longer and a little more difficult. So, we feel that it is kind of urgent at this point to try to get that station back open. I have heard from several of the residents out there that were using EMS call because of medical problems that they have. They felt that maybe the response was too far away for them. I don't know if I would need to put in a formal request, or how that would be handled for our part. But, we would like you guys to start, like really considering that and talking to see how quickly we could push something to happen for us.

5. APPROVAL OF THE MINUTES FROM PREVIOUS MEETINGS

- a. Discussion and Approval of the Budget Public Hearing Minutes of February 13, 2017

Board Member Milich motioned that the Budget Public Hearing Minutes of February



13, 2017 meeting be approved. Board Member Newkirk seconded the motion.
There were no corrections or additions. Vote conducted. **MOTION CARRIED.**

AYES: Timney, Newkirk, Milich
NAYES: None
ABSTAINED: Dorskocil

- b. Discussion and Approval of the Regular Meeting and Budget Public Hearing Minutes of February 15, 2017

Board Member Dorskocil motioned that the Regular Meeting and Budget Public Hearing Minutes of February 15, 2017 meeting be approved. Board Member Milich seconded the motion.

There were no corrections or additions. Vote conducted. **MOTION CARRIED.**

AYES: Newkirk, Dorskocil, Milich
NAYES: None
ABSTAINED: Timney

- c. Discussion and Approval of the Budget Public Hearing Minutes of February 23, 2017

Due to Board Clerk Timney, and Board Member Dorskocil abstaining, there was not a quorum to approve the Budget Public Hearing Minutes of February 23, 2017, and was tabled until the April 19, 2017 Board Meeting.

6. CONSENT AGENDA

- a. Approval of Reconciliations and Financial Reports for February, 2017

Deputy Chief Bills and Administrative Officer Gioia answered any questions from the Board regarding the monthly Reconciliations and Financial Report for February, 2017. The February 2017 Monthly Reconciliations and Financial Report is attached to the official Governing Board meeting packet.

Board Member Milich motioned that the Governing Board approve the February 2017 Monthly Reconciliations and Financial Reports per Arizona Revised Statutes. Board Member Jim Dorskocil seconded the motion.

There were no corrections or additions. Vote conducted. **MOTION CARRIED.**

AYES: Timney, Newkirk, Dorskocil, Milich
NAYES: None



7. Current Events Summaries, Reports, and/or Correspondence

a. Monthly Department Updates – Chief Fennell, Chief Bills, Chief Gaillard

Battalion Chief Fennell reported:

- We have started Blue Card training. All the instructors have gone through it and A-Shift, and some C-Shift have gone through it. We will start hearing some new terminology on the radio with people getting on scenes. Chief Bills has put in a lot of time for the grant. It is good to see it come together.
- Our new guys have survived their first quarter. They are excited and we are excited.
- Been having steady calls.

Chief Bills- I don't have a run report for this month. I will double up next month.

Chief Gaillard

- I attended a meeting Phoenix regarding state wide mutual aid program that has been around since 1999. It has been a working progress for years. There was rebooting as to how to deal with statewide mutual aid in the state of Arizona. State of Arizona Forester Jeff Whitney is really stepping up to the plate. Moving into the realm of all risk. It will be an improved system. It is really important to us in the greater Flagstaff region. We can tie up everything in Northern Arizona.
- Bond closing – one of the least eventful things was a required phone call. It was a 7 second call stating you there? We there. Good. Congratulations.
- I was able to attend a Meet and Mingle for candidates for the County Emergency Management program. We were able to provide feedback. They have made their selection. His last name is Whitney.
- There is an attachment not on the agenda. A copy for solicitation for auditing services is in your packet. They have Mar 31 to make submittals.
- Snow play area – we are, along with city of Flagstaff, pulling up data to see emerging trend with impact of snow play; accidents, congestion, longer response times, etc. We are trying to support the data gathering. Supervisor Babbitt will be hosting a meeting on that March 30. City council members and Mayor Evans will be participating. **Board Clerk Timney** questioned if the snow play area Wing Mountain is required to have basic life support on site? **Deputy Chief Bills** answered that Wing Mountain does not.
- At the Coconino County Chiefs meeting was a posted speaker from PHI is a firm well known in Arizona, not so much in Northern Arizona. They are a Helicopter Air Vac. They have a very successful program that they will staff an air ship pilot,



flight nurse, and a fire department paramedic. We are leading a discussion in our region about can we locate a resource like that in our region. Our interest is clinical capability of our fire medics go to a new level. Paramedics are being recruited away from us. Strong retention effect to work on Airvac. There is a revenue neutral anticipation. Guardian Air does not provide this type of program. It was highly received around the region.

b. **Local 1505 Update**

Firefighter Matt Gibbs presented:

Regarding our charities, Rick Parker suggested to get down to family food and shelter. We are working a partnership with them, because they cannot give away anything but food. They donated a bunch of bikes we will be raffling off at bon fire for charity money.

We also have a thin red line shirt for the fallen firefighters to sale for our charities. We also decided we are giving away a certain percentage of that away to the AZ Fallen Firefighters, and also Firefighters Memorial here in Flagstaff.

- c. Other Items – Chief Bills / Chief Gaillard
No additional comments

8. **NEW BUSINESS / ACTION ITEMS - Public Comment:**

- a. Review and discuss Update on IGA with City of Flagstaff

Chief Gaillard memo of March 3rd put together by Chief Bills and Flag Fire Chief Wilson. This memo is synopsis of how it is going. (A copy of the memo is included in the board packet) To sum it up it is going very well. We are limited in what else we can move ahead together due to limited time now.

I have been meeting with legal counsel and the City of Flagstaff side, because I am now your chief and Flagstaff chief, I have conflict of interest, that we have to be careful not to compromise and place the board at risk, and place the city council at risk. The communication will be between the city attorney and our Summit's attorney. **Board Member Daskocil** questioned that we won't miss anything from the city attorney or the county attorney that should have been there, that got dropped between you and him? Chief Gaillard answered I think we will get there. There was further discussion. **Board Clerk Timney** questioned if there were upper management that the board could contact to get input and suggestions from the Summit side? Chief Gaillard answered I will attempt to get the answer to that. There was further discussion. **Board Member Milich** commented that he thought it was a very good report; full of good, useful information. I really appreciate it as a member of the board for you bringing it forward to us. **Board Member Daskocil** commented it helps the board members to speak to the public. They are asking certain stuff; we can show them what it is doing for both parties.

- b. Review and discuss options for healthcare.

Chief Gaillard and Administrative Officer Gioia presented this also goes along with the following action c. This is to provide healthcare for employees and their families without a significant increase in costs. We have some gaps that we are dissatisfied with our



current provider associated particularly with family care. Options are available but have not received of all of the proposals yet. Ask you, the board, for administrative ability to execute the decision on healthcare prior to the deadline, where we need to notify our current provider by April 1st if we are going with them. **Administrative Officer Gioia** stated we have gone through 9 different insurance options. We are working close with labor. We have a lot of families that cannot afford healthcare. There is going to be a 6% increase with RAGHT this next year.

There was further discussion between the board, **Chief Gaillard, and Administrative Officer Gioia.**

- c. Review, discuss and possible action on giving Administration the authority to move forward on healthcare options selected.
Please see previous Action Item B.

Board member Milich motioned to give Administration the authority to move forward on healthcare options selected. Board Member Newkirk seconded the motion.

Vote Conducted. **MOTION CARRIED.**

AYES: Timney, Milich, Newkirk, Duskocil
NAYES: None

- d. Review, discuss and possible action approving signers on Summit GO Bond Account.

Administrative Officer Gioia presented since this is a new account, we will have two signers. There is a form for you to sign. There is not a decision to be made. Just wanted to be in open meeting. We are putting all the signatures on the account. We do have separate checks for that account.

- e. Review, discuss and possible action on Policy 503 Revenue Policy.

Chief Bills presented to the board and answered any questions. After looking at books and trying to put a budget together for next year, I noticed our miscellaneous income is what we have every year, but we are putting it towards one-time-purchases. I have created a policy that you have in front of you to identify a certain amount of that ongoing funds and push is over to ongoing expenses. I have come up with a formula to average it out over five years, and take a percentage of that and apply it to ongoing expenses. (Copy of policy is attached to the official Governing Board meeting packet) The policy is asking what percentage of that you would feel comfortable to add as ongoing funds for the next budget year. My recommendation is 75%. There was further discussion. **Board Member Duskocil** mentioned it is all dependent of wildland. I know we have had other people question that, we can't really count on that, because it is not guaranteed money coming in. We have had people at the meeting with their concerns that how can you count that as an unknown? Chief Gaillard answered if we decided to move forward with something like that, we will quantify it in board policy. There are safeguards put in place. If we didn't have the bad year in 13 and 14, it would be better. There was further discussion. There has been a request as to why FY 13/14 was



negative. **Action has been tabled until next meeting.**

9. The Board may vote to go into Executive Session, pursuant to ARS 38-431.03(A)(7) for discussion, consultation or consideration for international and interstate negotiations or for negotiations by city or town or its designated representatives, with member of a tribal council, or its designated representative, of an Indian reservation located within or adjacent to the city or town.

Board Member Milich motioned to go into Executive Session. Board Clerk Timney seconded the motion.

Voted conducted. **MOTION CARRIED. Unanimous Approval**

Regular board meeting adjourned at 4:12 pm to go into Executive Session.

The regular board meeting was back in session at 5:06pm.

10. FIRE BOARD COMMENTS- There were no Fire Board Comments

ADJOURNMENT

Board Member Duskocil motioned to adjourn the regular board meeting. Board Member Milich seconded the motion.

Vote conducted. **MOTION CARRIED, unanimous approval.**

Board meeting adjourned at 5:06pm

Respectfully submitted

Tammy Schieffer, Administrative Assistant