



**SUMMIT FIRE & MEDICAL DISTRICT
GOVERNING BOARD
REGULAR SESSION
November 16, 2016
MINUTES**

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

The Governing Board of Summit Fire & Medical District will meet **in Regular Session on Wednesday, November 16, 2016, at 3:00 p.m. The meeting will be held at the District Station 37, 5500 N Fort Valley Road, Flagstaff AZ 86001.**

1. CALL TO ORDER

Chairman Nott called the Governing Board Meeting to order on Wednesday, November 16, 2016, at 3:00pm, at Station 37, 5500 N Fort Valley Road, Flagstaff, Arizona.

2. ROLL CALL OF BOARD MEMBERS / AFFIRMATION OF QUORUM

Members Present: Board Chairman Howard Nott, Board Clerk Jim Newkirk, Member Mike Milich, Member Rick Parker, Member Jim Duskocil

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

Public: Mark Frost, Jennifer Frank, Judy Nott

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

4. **CALL TO THE PUBLIC:** There was no response to the Call to the Public.

5. APPROVAL OF THE MINUTES FROM PREVIOUS MEETINGS

a. **Discussion and Approval of the Regular Meeting Minutes of October 19, 2016**

Board Member Milich motioned that the minutes of October 19, 2016 Regular Board meeting be approved. Board Member Parker seconded the motion. There were no corrections or additions. Vote conducted. MOTION CARRIED.

AYES: Nott, Newkirk, Parker, Milich, Duskocil
NAYES: None



6. CONSENT AGENDA

a. Approval of Reconciliations and Financial Reports for October, 2016.

Administrative Officer Gioia answered any questions from the Board regarding the monthly Reconciliations and Financial Reports for October, 2016. The October 2016 Monthly Reconciliations and Financial Report is attached to the official Governing Board meeting packet.

Board Member Parker motioned that the Governing Board approve the October 2016 Monthly Reconciliations and Financial Reports per the Arizona Revised Statutes. Board Member Duskocil seconded the motion.

Voted Conducted. **MOTION CARRIED**

AYES: Nott, Newkirk, Parker, Milich, Duskocil

NAYES: None

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

a. Monthly Department Updates

- Chief Gaillard reported we are working on the Special Use Permits for Station 36 and 37. Member Duskocil requested it to be high priority.
- Chief Gaillard reported the run report will be looking different. We believe it should be performance related numbers, how fast the responses are. He asked the board for and input, or requests as wanted/needed. Station 36 and 37 will be as one since 37 is responding the whole district.
- Chief Gaillard reported on the court decision on the Hall Pension Reform PSPRS case. PSPRS will be disbursing the funds if over paid to the employees.
- Chief Gaillard reported on the bond election the district supported the bond 63.88% for and 36.12% against. We will be meeting with Bond council and STIFEL to discuss with the board. Looking to January or February for sale. Board Member questioned if we will have a geographic breakdown? Administrative Officer Gioia answered it should be provided.
- Chief Gaillard reported we have a good collaboration with Flagstaff Fire Department and regional. We currently have a wildland assignment in Tennessee that includes a crew from Flagstaff, Summit and Ponderosa.



- Chief Gaillard stated the AFDA conference will be January 12 – 14, 2017 in Laughlin, NV. We will be signing up the board members to take the Legal Statutory classes as required from legal.
- Battalion Chief Fennell reported on the runs and training for October.
- Deputy Chief Bills noted we have a part time kid from Coconino High School to help Norm in the Maintenance Facility for 3 to 4 hours per day.

b. Bond Update

Chief Gaillard reported on November 28, there will be a special board meeting to canvass the election and accept it. There will be a Special Board Meeting on November 28, 2016, at Station 32, at 3:00pm.

c. Local 1505 Update

Firefighter Matt Gibbs reported they are very thankful to be getting three more staff on the engines. They have donated for retired firefighter Brian Parker's daughter to help with getting a diabetic dog.

d. Other Items

No Other Items to report.

8. **NEW BUSINESS / ACTION ITEMS - Public Comment:** Public comment/input is welcomed after each agenda item of New Business/Action Items and Unfinished Business. Individual comments are limited to three minutes per individual and must pertain to the specific agenda item

- a. Review discuss and possible action to accept the 2015/2016 Audit as presented – Mark Frost

Auditor Mark Frost and his assistant Jenifer Frank presented the 2015/2016 Audit. A copy of the 2015/2016 Audit is available on our website.

Board Member Milich motioned that the Governing Board accept the 2015/2016 Audit. Board Member Dorskocil seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Nott, Newkirk, Parker, Milich, Dorskocil
NAYES: None



- b. Review, discuss and possible actions required to the air quality test that was performed at Station 33

Deputy Chief Bills answered any questions from the Board regarding the air quality test that was performed at Station 33. He reported Western Technologies did find high Carbon Monoxide in the living quarters. There is reorganization being work out to possibly correct this situation. A copy of the report is attached to the official Governing Board meeting packet. There is no action required from the board.

- c. Review, discuss and possible action on pursuing contract with Glittering Mountain

Deputy Chief Bills answered any questions from the Board regarding pursuing contract with Glittering Mountain. This is for development. A private contractor has to have public safety posted on scene to get permits. Deputy Chief Bills asked the board if they would like for him to pursue the contract. This could possibly net \$12,000 income for a 40hour work week for the standby coverage.

Board Member Parker motioned to allow Deputy Chief Bills to pursue contract with Glittering Mountain. Board Member Milich seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Nott, Newkirk, Parker, Milich, Daskocil
NAYES: None

- d. Discuss up-coming Board Member Workshop, November 30, 2016 3:00 pm

Chief Gaillard and Administrative Officer Gioia addressed the board there will be a Board Member Workshop, November 30, 2016 3:00pm at Station 32. There is another Special Board Member Meeting on November 28, 2016, 3:00 pm at Station 32 to canvass the bond election.

- e. Recognize Firefighter Mike Pickett, Firefighter of the Year 2016

Chief Gaillard recognized Firefighter Mike Pickett for the Firefighter of the Year 2016 as recognized by the Flagstaff Exchange Club on October 29.



- f. Recognize Chairman Howard Nott for 4 years of service

Firefighter Matt Gibbs presented Chairman Howard Nott with a plaque recognizing him and thanking him for his 4 years of service.

9. Oath of Office for newly elected Fire Board Members

Board Chairman Nott held the Oath of Office for newly elected Fire Board Members Jim Timney and Jim Dorskocil.

10. FIRE BOARD COMMENTS

Board Chairman Nott stated: It has been a pleasure the last four years working with the board, and chief's this last year. Especially Tammy and Chris. You have been phenomenal. You have been a true help to me and the board. Really appreciate it. As far as the board goes, a great bunch of guys. Been a wonderful job. Been very supportive. We need that. The interaction we get on the board is a positive sign. Thank you very much for all your help. I appreciate it.

Board Member Parker thanked Chairman Nott.

11. The Board may vote to go into Executive Session, pursuant to ARS 38-431.03(A)(3) and (A)(4) for discussion and consultation for legal advice/update from the District's attorney on matters pertaining to pending legal matters.

Board Member Dorskocil motioned to go into Executive Session. Board Clerk Newkirk seconded the motion.

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

Regular board meeting adjourned at 4:22 pm to go into Executive Session.

12. ADJOURNMENT

The regular board meeting was back in session at 5:23 pm.

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

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

Board meeting adjourned at 5:24pm

Respectfully submitted

Tammy Schieffer, Administrative Assistant