



**SUMMIT FIRE & MEDICAL DISTRICT
GOVERNING BOARD
REGULAR SESSION
MINUTES**

OCTOBER 18, 2017

Wednesday, October 18, 2017

Station 32, 8905 Koch Field Road, Flagstaff AZ, 3:00 pm

1. CALL TO ORDER

Board Chairman Parker called the Governing Board Meeting to order on Wednesday, October 18, 2017, at 3:00pm, at Summit Station 32, 8905 N Koch Field Road, Flagstaff AZ

2. ROLL CALL OF BOARD MEMBERS / AFFIRMATION OF QUORUM

Members Present: Board Chairman Rick Parker, Board Clerk Jim Timney, Board Member Jim Doscocil, Board Member Mike Milich, Board Member Jim Newkirk

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

Public: Kerry Blume, Mandy Metzger, Todd Whitney

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

4. CALL TO THE PUBLIC None

5. CONSENT AGENDA

- a. Discussion and Approval of the Regular Board meeting Minutes of September 20,2017
- b. Approval of Reconciliations and Financial Reports for September, 2017
- c. Bond Expenditure for communication equipment on the new Battalion Chief truck for \$11,997.59
Administrative Officer Gioia presented we wrote a check on the Bond Account for the communications equipment for Unit #36, the new BC Ride. The check was written for \$11,997.59. This is for the board to sign and public notification.

Administrative Officer Gioia answered any questions from the board regarding the Consent Agenda #5

Board Clerk Timney motioned to approve all the Consent Agenda Items, which include The Regular Board Meeting Minutes of September 20, 2017, Reconciliations and Financial Reports for September 2017, and Bond Expenditure of \$11,997.59 for communication equipment for Unit #36. Board Member Milich seconded the motion.

Vote Conducted. Motion Carried.



AYES: Parker, Timney, Doscocil, Newkirk, Milich
NAYES: None

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

a. Monthly Department Updates – On-Duty Battalion Chief, Chief Bills, Chief Gaillard

Battalion Chief Fennell presented the Run Report that was 94 for August. A significant call included a semi fire with Hazmat on I40. Good work with Flagstaff Fire Department. Another call included a code save. Upcoming includes a lot of training with the Greater Flagstaff Region. We have 2 captains attending the Battalion Chief Academy in Phoenix.

Deputy Chief Bills reported he attended the Exchange Club Luncheon where our Captain BJ Fisk was award the Firefighter of the Year for the Summit Fire & Medical District. We have a temporary Battalion Chief position which was awarded to Duane Deck. He is now the BC of C Shift.

b. Local 1505 Update – Captain Fernando Hernandez reported on the Local 1505. Getting ready for Thanksgiving and Christmas Families. We are looking for names of families in need our charity can contribute to.

c. Other Items –Chief Gaillard

- Chief Gaillard presented:
- Thank you to Todd Whitney
- On Sunday, we lost Chief Brunisini. He is an iconic figure in our field.
- Firefighter Recruitment for Flagstaff, Summit Fire, and Highlands FD. It is one application for all agencies. They will all be attending the Greater Flagstaff Regional Fire Training Academy, and all receive the same training.
- I am engaged with Board Supervisor and Task force regarding Highway 180 snow play times. Supervisor Babbitt is able to provide the OT funds for staffing support out there during the major snow times and hazards. I will be out next week with the Ft Valley Neighborhood Association to address that.

7. NEW BUSINESS / ACTION ITEMS - Public Comment:

a. Introduction and discussion with Coconino County Emergency Manager Director Todd Whitney

Coconino County Emergency Manager Director Todd Whitney introduced himself and presented to the board and public the 2018 plans. They include addressing the I40 Corridor, training to FUSD Schools, regarding school preparedness. Live Earth is Live Google Earth. Tomorrow is Earthquake Day.

b. Presentation and discussion with Coconino Community College Representatives Kerry Blume and Mandy Metzger.

Mandy Metzger introduced Coconino Community College Representative Kerry Blume. Representative Blume addressed the Board and public and asked what has been the experience with Coconino Community College. Board Chairman addressed that he has taken classes there personally and always had a positive experience.



Board Clerk Timney addressed it is a good stepping stone on to universities. Board Member Milich addressed it is good to train people for jobs in the field. A firefighter that wants to become certified as an EMT can attend the classes and get certified.

c. Review, discuss and possible action on the purchase of AFG Grant Funded Water tender

Captain Fernando Hernandez, and Captain Bill Dunlap presented and answered any questions from the board regarding the purchase of AFG Grant Funded Water tender. SPECS and information is included in the Board packet.

Administrative Officer Gioia presented to the board that you have already approved the PO for the purchase of the water tender. We are coming back and asking for money from the bond. Captain Hernandez presented we have received a grant for \$257, 683.00, plus 5% Summit Fire is to match brings the total to \$270,000.00. We sent out six Request for Proposals and four came back.

Captain Dunlap: Of the four proposals, only two were able to meet our deadline. It was not our deadline of Summit Fire, but the deadline of the AFG Grant.

Captain Hernandez: We have decided to go with truck builder company called Dango. Red Sky is their local dealership out of Phoenix. They were the one that came in closest to our spec and requirements. With the amount of the grant, they are coming in over. With the amount the grant is for, they are over that amount. We broke it down to five options. The fifth option on the bottom is the closest to our spec that we wrote. They came back with a price of \$347,294.58. We will be asking for \$89,000.00 from the bond money to purchase that truck with our spec.

Captain Dunlap: There are lists of items that could be removed that may affect performance. The first group will not affect the performance of the truck. It is mainly administrative. The first group includes changing bench seats back to bucket seats. Ground sweeps allows us to water roads, that may keep us on fires longer. There is an \$1800 savings. We are not removing them, just changing them. If we start taking items off the 2nd list, it starts affecting the performance.

Chief Bills: It is our recommendation to purchase everything on our list. The \$89,000 is only the amount we need to purchase the truck. We will be saving \$200,000 with the grant by using the \$89,000. The Performance Bond for \$3900. Is used by departments to guarantee that at the end of the process, they have something in their hands. It is an insurance policy that you either get your truck, or your money back.

There was further discussion.

Administrative Officer Gioia: What we are asking for is that we are not going to include anything else in that top list, except the performance bond. We want to include everything in the bottom section. That whole \$19,780.00. We want all of those things. If we do that, we are asking you for \$93,611.00.

Board Member Milich motioned for the staff recommendation of \$93,611.00 from the bond for the purchase of the water tender. Board Member Newkirk seconded the motion.

Vote conducted. Motion carried.

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



d. Review, discuss and possible action on purchase request for Communication Grant

Deputy Chief Bills addressed and answered any questions from the board on the purchase request for Communication Grant. You have before you a request to purchase 5 mobile radios. The money was received from the AZ Homeland Security. It is 100% the cost of the radios as well as the installation. The grant was for \$23,730.00. The quote for the PO is \$21, 858.95. There is a little room, so I am wanting to get the approval for the \$23,730.00. The significance of the upgrade to the radio system is so we can be on the city's 800 system forest service, sheriff's office, etc, so it allows us to talk to them all.

Board Clerk Timney motioned to approve the \$23,730.00 for communications equipment. Board Chairman Parker seconded the motion.

Vote conducted. Motion carried.

AYES: Parker, Timney, Doscocil, Newkirk, Milich
NAYES: None

- 8. Executive Session regarding contract negotiations with City of Flagstaff Fire Department, Intergovernmental Governmental Agreement, pursuant to ARS 38-431.03 A.1, A.3, A.4. A.1 Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee, or employee of any public body, except that with the exception of salary discussions, an officer, appointee or employee may demand that the discussion or consideration occur at a public meeting. The public body shall provide the officer, appointee or employee with written notice of the executive session as is appropriate but not less than twenty-four hours, for the officer, appointee or employee to determine whether the discussion or consideration should occur at a public meeting. A.3 Discussion or consultation for legal advice with the county attorney or attorneys of the public body. A.4 Discussion or consultation with the attorneys of the public body in order to consider its position and instruct its attorneys regarding the public body's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation**

Board Member Doscocil motioned to adjourn the regular board meeting and move into Executive Session.

Vote conducted, Motion Carried.

Regular Board Meeting adjourned at 3:57 pm.

Regular Board Meeting came back in session at 4:09pm

Coconino County Attorney Brian Furuya presented Summit Fire & Medical District has received an offer from Flagstaff to continue the Fire Chief IGA with Summit Fire for chief services for a period of one year on condition we will negotiate in good faith for his replacement agreement and as soon as that agreement was ready and signed, you would swap them out at that point. The proposal is for an up to one year long extension. That is the offer. All other terms are the same.

Board Member Milich moved that we accept the offer from Flagstaff. Board Clerk Timney seconded the motion.

Vote Conducted. Motion Carried.

AYES: Parker, Timney, Doscocil, Newkirk, Milich



NAYES: None

9. **FIRE BOARD COMMENTS**

Board Clerk Timney: I was going through the handbook and there are some typos I found. Do you want to do it now? One is on page 12, one is on page 13. Page 12 is you dropped an entire word on 12.

Administrative Officer Gioia: We can go over it later.

Board Clerk Timney: According to the handbook, we need to appoint a nominating committee, so we can enquire who wants to serve in November office election. Do we need to do that this month?

Administrative Officer Gioia: The handbook, right now, we are in the process of emailing it to you to make changes. Those are the things that we can bring back next board meeting.

Board Clerk Timney: Conflict of Interest. We approached this subject last November, when I was elected, because I am on the water board. We have not had any feedback on whether I need to fill that out or not.

Brian Furuya: The Conflict of Interest under state law is one in which you have a material interest in something that would come before you. Material interest means things of monetary. You would have a monetary interest in it. There is a specific exemption for being on another board for a nonprofit.

10. **ADJOURNMENT**

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

Vote conducted. UNANIMOUS APPROVAL

Board meeting adjourned at 4:14pm.

Respectfully submitted

Tammy Schieffer, Administrative Assistant