



**SUMMIT FIRE & MEDICAL DISTRICT  
GOVERNING BOARD  
REGULAR SESSION  
August 27, 2016  
MINUTES**

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

**1. CALL TO ORDER**

Chairman Nott called the Governing Board Meeting to order on Wednesday, August 27, 2016 at 2:58pm at Station 32, 8905 N Koch Field Road, Flagstaff, Arizona.

**2. ROLL CALL OF BOARD MEMBERS / AFFIRMATION OF QUORUM**

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

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

Public:

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

**4. CALL TO THE PUBLIC**

none

**5. APPROVAL OF THE MINUTES FROM PREVIOUS MEETINGS**

a. Discussion and Approval of the Regular Meeting Minutes of July 20, 2016

**Board Member Parker motioned that the minutes of July 20, 2016 Regular Board meeting be approved. Board Member Milich seconded the motion.**

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

AYES: Nott, Newkirk, Parker, Milich, Daskocil

NAYES: None



6. **CONSENT AGENDA**

- a. Update on 2015/2016 Year End – Chief Bills/Chris Gioia
- b. Approval of Reconciliations and Financial Reports for July, 2016. – Chris Gioia  
Deputy Chief Bills and Administrative Officer Gioia answered any questions from the Board regarding the monthly Reconciliations and Financial Report for July, 2016. The July 2016 Monthly Reconciliations and Financial Report is attached to the official Governing Board meeting packet.  
Software renewals came up at 8%, purchased new beds for entire district. We have implemented captains are in charge of their budget as of the beginning of the fiscal year.

**Board Member Milich motioned that the Governing Board approve the July 2016 Monthly Reconciliations and Financial Reports per Arizona Revised Statutes. Board Clerk Newkirk seconded the motion.**

Vote conducted. **MOTION CARRIED.**

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

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

- a. Monthly Department Updates – Chief Fennell, Chief Bills
  - Chief Bills presented the graduation of employees’ paramedics Ryan Hill and Michael Pavich is today.
    - Included in the board packet is a work calendar for the board with the elections coming up.
    - Run report included 122 alarms for the whole district. Board Member Dorskocil questioned how many of the out of district runs for District 36 were actually run in District. There has not been any calls in District 36, which is odd. Administration answered this is what is reported.
- b. Local 1505 Update – Union Rep  
none
- c. Other Items – Chief Bills
  - Open Houses scheduled Flyer is in board packet
    - Bond information sheet available to all citizens and at the stations.
    - Awareness coming AFDA in Laughlin 3 new board members will be required to attend for the required statutory classes.



8. NEW BUSINESS / ACTION ITEMS

- a. Review and discuss presentation from Scott Walton, Regional Training Coordinator  
Scott Walton, Regional Training Coordinator, presented the Regional Training that has been happening. This includes 5 different organizations. It has been cut back quarterly with weekly fire drills. Some are certificate based. We are implementing City Engineer and Captain task books for recruit firefighters to complete.
- b. Review, discuss and possible action on Purchase Order 17-028 for the purchase of a second ALS and BLS Rescue Kit in the amount of \$8359.00 – Chief Bills / Captain Jamison

Chief Bills answered questions from the board regarding Purchase Order 17-028 for the purchase of a second ALS and BLS Rescue Kit in the amount of \$8359.00. A copy of Purchase Order 17-028 is attached to the official Governing Board meeting packet.

**Board Member Parker motioned to approve the Purchase order 17-028 for the purchase of a second ALS and BLS Rescue Kit in the amount of \$9100.00. Board Member Milich seconded.**

Vote conducted. **MOTION CARRIED**

AYES: Nott, Newkirk, Milich, Parker, Duskocil

NAYES: None

The total of all purchases on Purchase Order 17-028 is to not exceed \$9100.00.

- c. Review, discuss and possible action on updating 2016/2017 Fire Contract - Chief Bills/Brian Furuya, Deputy County Attorney

Chief Bills answered any questions from the board regarding updating 2016/2017 Fire Contract. A copy of the updated 2016/2017 Fire Contract is attached to the official Governing Board meeting packet.

**Tabled until next month when County Attorney Brian Furuya can explain the adjustments for the 2016/2017 Fire Contract.**

- d. Review, discuss and possible action on IGA with the City of Flagstaff Fire Department for Regional Training Grant (Blue Card) – Chief Bills / Brian Furuya, Deputy County Attorney

Chief Bills answered questions from the board regarding the IGA with the City of Flagstaff Fire Department for Regional Training Grant (Blue Card). A copy of the IGA with the City of Flagstaff Fire Department is attached to the official Governing Board meeting packet.



This allows us to be reimbursed 90% of the funds of the blue card grant. Brian Furuya has a conflict. He wants us to waive that he is representing 3 districts at the same time. We have budgeted 10%. We reviewed his statement and have agreement on it

**Board Member Parker motioned to approve the on IGA with the City of Flagstaff Fire Department for Regional Training Grant (Blue Card). Board Clerk Newkirk seconded.**

Vote conducted. **MOTION CARRIED**

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

- e. Review discuss and possible action on IGA with Westwood Estates Fire District for administration services. Chief Bills / Brian Furuya, Deputy County Attorney

Chief Bills answered any questions from the Board regarding the IGA with Westwood Estates Fire District for administration services. A copy of the IGA with Westwood Estates Fire District is attached to the official Governing Board meeting packet.

This is west of Flagstaff Ranch with 80 homes. IGA is to pay for our labor time for administrative services, to total \$3600.00 per year. This is to include not more than 8 hrs per month for Administrative Officer Gioia.

**Board member Parker motioned to accept the IGA with Westwood Estates Fire District for administration services. Board Member Milich seconded.**

Vote conducted. **MOTION CARRIED**

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

- Review, discuss and possible action on IGA with Coconino County Elections Department to provide services – Chris Gioia, Administrative Officer

Administrative Officer Gioia answered any questions from the Board regarding an IGA with Coconino County Elections Department to provide services for the bond election. Cost wise is the same as the board election.

**Board member Parker motioned to accept the IGA with Coconino County Elections Department to provide services for the bond election in November. Board Member Duskocil seconded.**

Vote conducted. **MOTION CARRIED**



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

9. FIRE BOARD COMMENTS-

Board Member Parker thank you Scott Walton for the work you have done. That was quite a report. I appreciate the guys working together. One thing that stuck out to me is that you work with the different group scheduling so that you can come together and make it work. A little more cohesive agreement between the line personnel and you. Seems to be working great. I appreciate that.

Chairperson Nott stated it difficult task to try to merge different working groups together in itself. It is amazing bringing everyone together. Thank you for that report.

Board Member Duskocil I have a little comment. Going out and hitting the neighborhood for board position petition. I stuck out there in my area of the Ft Valley. I asked the people what can the district do for you. It was no surprise the number one thing was to get the station opened back up. Different things came out, can they do volunteers out there, etc. There were all kinds of different ideas that the community was throwing out there. The end result was that we need to somehow some way, get that station opened again. Now that I am here for four more years, this needs to be a topic coming up about 36 and what are we doing with it. I know we are strapped and everything else. I told them I don't know what to tell you about that. They even came up our services are cut and we are paying the same thing. The whole reason of doing that was having a station out in that area. That was the reason it was formed, and now it is gone. Throwing that out there for the other board members that is something that we definitely need to be visiting down the road. Knocking on all the doors, I heard some interesting comments. They are happy with Summit. I was in Ft Valley Ranch, a husband had a stroke, they responded, they were quick, the lady was tickled pink with the service. That is all I have.

Chairperson Nott - we need to pay attention to this. If this bond passes, we can find some methods to use. Some point we will be back in the black. When that happens we will need something out there. We can at least look into what is central to everybody.

Board Member Duskocil – A couple homeowners stated let's get Ft Valley back, get 36 and 37 on their own and leave Summit, and go back to their own that side of the mountain type of service. That is how desperate they are.

10. 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 Parker motioned to adjourn the meeting at 3:51pm to go into Executive Session. Board Clerk Newkirk seconded.**

**Vote conducted. Unanimous approval**



Regular Board meeting was called back into session at 4:38pm.

11. ADJOURNMENT

**Board Member Parker motioned to adjourn the meeting. Board Member Duskocil seconded.**

Voted Conducted. **Motion carried.**

**Meeting was adjourned at 4:38pm.**

**Respectfully submitted**

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**Tammy Schieffer, Administrative Assistant**