



**SUMMIT FIRE & MEDICAL DISTRICT
GOVERNING BOARD
REGULAR SESSION
May 18, 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, May 18, 2016 at 3:02pm 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, Board Member Rick Parker
Board Member Jim Duskocil arrived late at 3:29pm

Administrative: Fire Chief Mark Gaillard, Administrative Officer Chris Gioia, and Administrative Assistant Tammy Schieffer
Deputy Chief Jerry Bills arrived late at 3:30pm

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

4. Review, discuss and possible action on appointing new board member to fill the remaining term of the vacant seat to December 2018. THE BOARD MAY CHOOSE TO GO INTO EXECUTIVE SESSION PER ARS 38-431.3(A)(3).

Board Member Parker motioned to appoint Michael Milich to fill the remaining term of the vacant seat to December 2018. Chairman Nott seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Nott, Duskocil, Parker
NAYS: None

5. Swearing in of new Board Member

Chairman Nott sworn in new board member Michael Milich.



6. CALL TO THE PUBLIC

There was no response to the Call to the Public.

7. APPROVAL OF THE MINUTES FROM PREVIOUS MEETINGS

- a. Discussion and Approval of the Regular Meeting Minutes of April 28, 2016

Board member Parker motioned that the minutes of May 18, 2016 Regular Board meeting be approved. Board Clerk Newkirk seconded the motion.

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

AYES: Nott, Newkirk, Parker, Milich

NAYES: None

8. CONSENT AGENDA

- a. Approval of Reconciliations and Financial Reports for April, 2016

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

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

Vote conducted. **MOTION CARRIED.**

AYES: Nott, Newkirk, Parker, Milich

NAYES: None

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

- a. Monthly Department Updates – Chief Gaillard

- Fire Chief Gaillard provided a brief overview of the Greater Flagstaff Regional Training and operation is going very well, and answered any questions from the Board.
- Battalion Chief Klassen reported the monthly run and training report for April 2016, and answered any questions from the Board. There were a total of 74 calls. Training included Region Master screens/defensive



firefighting. Firefighter Modrell and Captain Deck did a great job setting up extrication training on 17 vehicles.

b. Local 1505 Update – Union Rep

Firefighter Matt Gibbs provided a brief overview of the Local 1505, and answered any questions from the board. He informed the board that Proposition 124 passed by a landslide. We are working with administration regarding finding affordable healthcare coverage for families. Board Member Parker stated it is great you can work with administration.

c. AFDA Registration – Chief Bills / Chris Gioia

Administrative Officer Gioia provided that AFDA is July 14-16 in Glendale. If you would like to attend we need to know as soon as possible.

d. Other Items – Chief Gaillard

None

10. Public Comment:

There was no response for Public Comment.

11. NEW BUSINESS / ACTION ITEMS

a. Review, discuss and possible action on approving Resolution 2016-3 adding New Board Member as a signer on the Payroll Account and Wildland Account

Administrative Officer Gioia answered questions from the board regarding Resolution 2016-3, adding new Board Member Milich as a signer on the Payroll Account and Wildland Account.

Board Member Parker motioned to add new Board Member Milich as a signer on the Payroll Account and Wildland Account. Board Clerk Newkirk seconded.

Vote conducted. **MOTION CARRIED**

AYES: Nott, Newkirk, Parker, Milich

NAYES: None

Board Member Duskocil arrived at 3:29pm

Deputy Fire Chief Bills arrived at 3:30pm



- b. Review, discuss and possible action on approving Change Order for R. Behmer Roofing to install ice and water shield underlayment on entire roof in lieu of synthetic underlayment, PO # 16094

Administrative Officer Gioia answered any questions from the board regarding the Change Order for R. Behmer Roofing to install ice and water shield underlayment on entire roof in lieu of synthetic underlayment, PO # 16094. The total difference is \$3856.54.

Board Member Parker motioned to approve the Change Order for R. Behmer Roofing to install ice and water shield underlayment on entire roof in lieu of synthetic underlayment, PO # 16094. Board Member Milich seconded.

Vote conducted. **MOTION CARRIED.**

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

- c. Review, discussion and possible action on extending the MOU, with changes, to May 20, 2017. Fire Board may go into Executive Session - Discussion or consultation for legal advice with the county attorney or attorneys of the public body. (A.R.S. §38-431.03.A). Any action will be taken in public meeting.

Fire Chief Gaillard answered any questions from the board regarding extending the MOU with changes to May 20, 2017. The board decided not Executive Session was needed. He stated this was presented to you in the last board meeting.

Board Member Parker motioned to extend the MOU with changes to May 29, 2017. Board Clerk Newkirk seconded.

Additional discussion followed. Vote conducted. **MOTION CARRIED.**

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



- d. Review, discussion and possible action on rescinding Policy HR 101 Employment at Will

Fire Chief Gaillard answered any questions from the board regarding rescinding Policy HR 101 Employment at Will. Firefighter Matt Gibbs stated his will make a level playing field for all staff, and we all approve of it. Additional discussion followed.

Board Member Parker motioned to rescind Policy HR 101 Employment at Will. Board Member Milich seconded.

Vote conducted. **MOTION CARRIED.**

AYES: Nott, Newkirk, Parker, Duskocil, Milich

NAYES: None

- e. Review, discuss and possible action on adopting the 2016/2017 Budget for posting and approving additions to budget as outlined in presentation.

Fire Chief Gaillard answered any questions from the board regarding adopting the 2016/2017 Budget for posting and approving additions to budget as outlined in presentation. A copy of the presentation of the budget is attached to the official Governing Board meeting packet. Discussion followed.

Board Member Parker motioned to approve the draft 2016/2017 Budget for posting and approving additions to budget as outlined in presentation. Board Clerk seconded.

Vote conducted. **MOTION CARRIED.**

AYES: Nott, Newkirk, Parker, Duskocil, Milich

NAYES: None

12. FIRE BOARD COMMENTS- Board Member comments are meant to inform and clarify. No actions will be taken. Only Board Members can speak.

None



13. ADJOURNMENT

Board Member Parker motioned to adjourn the Regular Board meeting. Board Member Newkirk seconded.

Voted conducted. **Unanimous approval**

Regular Board Meeting adjourned at 4:56pm

Tammy Schieffer, Administrative Assistant