



**MINUTES
SUMMIT FIRE & MEDICAL DISTRICT
REGULAR BOARD MEETING
Wednesday, September 18, 2019
Station 37, 5500 N Fort Valley Road, 3:00 p.m.**

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

1. CALL TO ORDER

Chairman Jim Duskocil called the Regular Board Meeting to order at 3:01 p.m.

2. ROLL CALL OF BOARD MEMBERS / AFFIRMATION OF QUORUM

A quorum of the Board Members were present

Members Present: Chairman Jim Duskocil, Board Clerk Jim Timney, Member Mike Milich, Member Don Woods

Members Absent: Member Rick Parker

Administration: Fire Chief Mark Gaillard, Deputy Chief Mark Wilson, Deputy Chief Pat Staskey, Administrative Officer Chris Gioia, Administrative Assistant Tammy Schieffer, Battalion Chief Torsten Palm

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

4. CALL TO THE PUBLIC – No public response

5. CONSENT AGENDA

- a. Discussion and Approval of the Regular Board Meeting Minutes of August 21, 2019
- b. Approval of Reconciliations and Financial Reports for August 2019

Administrative Officer Gioia answered any questions from the Board regarding the Minutes of August 21, 2019, and Reconciliations and Financial Reports for August 2019.

Board Clerk Timney motioned that the Minutes of August 21, 2019, and the Reconciliations and Financial Reports for August 2019 be approved. Board Member Milich seconded the motion.

Vote conducted. **MOTION CARRIED.**

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



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

a. Monthly Department Updates

Battalion Chief Palm:

- 122 total calls for July 2019
- B Shift along with Sheriff Department and county volunteers participated in an Active Shooter/Active Threat Training at Cromer School. Was a good learning experience. Being pro-active rather than reactive.

Deputy Chief Wilson:

- Reese Architect is approximately 30% finished with a concept and design
- Station 37: We are sending out bids for the flooring; there was an electrical issue in our bays. We will be able to maintain the \$50,000 for these.
- Fleet: The two new engines have been put in service since the dedication. There is warranty work to be done on one.
- Station 33: Back outside deck towards the shop has been replaced with a landing and stairs; the upstairs door has been fixed so it no seals completely; the joint on the added on bay has been fixed.
- Shop Work: I want to thank Chris Gioia, Duane Deck, Norm Erickson, and Nelson Arthur for working on Sunday in the shop taking inventory and cleaning it up.

Fire Chief Gaillard:

- Deputy Chief Staskey put together a good training and presentation from a survivor of the SW Supermarket Fire 18 years ago. He was able to come up for a good discussion and training. All stations were able to view it on the tv's. He had a great message.

b. **Local 1505 Update** There was no Local 1505 Update.

c. **Other Items** There were no other items.

7. NEW BUSINESS / ACTION ITEMS

a. Review and discuss Fire Board Handbook

Administrative Officer Gioia explained to the board this was just a review and discussion of the Fire Board Handbook. Everything lines up with the AZ Fire District Association Red Book. The board then discussed issues and changes to be considered, and clarity.

b. Review discuss and possible action on adopting Community Room User Agreement

This was tabled with the request from the board for administration to come up with and estimate of the cost of the community room usage.



c. Review discuss and possible action on reclassification and adjustment of pay scale for Fleet Mechanic Supervisor, Fleet Mechanic II and Fleet Mechanic I positions.

Deputy Chief Wilson presented and answered any questions from the board. This is an opportunity to restructure the shop. The previous job descriptions were too vague. This includes correlating pay range. We will have only 2 positions within the 3 titles. Our 2 current mechanics will be keeping their current pay rate.

Board Member Milich motioned that the reclassification and adjustment of pay scale for Fleet Mechanic Supervisor, Fleet Mechanic II and Fleet Mechanic I positions. Board Clerk Timney seconded the motion.

Vote conducted. **MOTION PAST ALL IN FAVOR**

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

d. Review discuss and possible action on sell of property to Jean Libby

Board Chairman tabled the sell of property to Jean Libby, because she was not in attendance.

e. Discussion, update on Museum Fire - FMO Summerfelt

FMO Summerfelt presented:

7F

- Wildland billing has been improved with getting reimbursed by the state
- GFR Radio cache had 30 radios for incidents, either wildland or mutual ones locally. The old ones have been phased out and new ones in their place
- There are multiple thinning projects going on. The firewood from this is available to be removed
- PFAC trailer material will be removed so SFMD can utilize the use of the trailer
- Free firewood giveaway last year produced 500 to 700 people

Museum Fire update

- The investigation is completed. They found the contractor had kicked up a rock that stayed hot and the winds and dry conditions of the day caused the ignition. The contractor is not at fault. It burned 1960 acres. 694 acres burned within the FWPP area, so that was a positive thing that came out of this fire.
- Burned Area Emergency Rehab will be placing wood chips on the burned area to help keep it intact to reduce the possibility of flooding.
- Forest Service is rehabbing Mt Elden Road damage caused by the fire to be able to access the radio towers.
- We will be at Late for the Train to reach out to the citizens, and will have other locations



f. **Topic of the Month discussion on SFMDs outreach education process to homeowners about Firewise principles. – Jerolyn Byrne**

Jerolyn Byrne presented:

- There will be on our website that both Flagstaff City and Summit Fire District residents can contact us, and they will have the same response from us regarding Firewise, home assessment, etc.
- Wildfire Community Awareness Day included Red Cross – walk through neighborhoods and supplying smoke detectors, and wildland fire information
- Rubicon came and worked with us to provide home assessments including areas in SFMD.
- I have attended HOA board meetings presenting on Firewise and assessments
- Accepting calls from insurance companies regarding Firewise properties.
- There will be another outreach in the spring
- There are grants out there to have the homeowners have the assessment work done on their property

g. **Discuss possible action items for next month's board meeting.**

Administrative Officer Gioia

The auditors will be here next month to present the audit findings
Revisit the community room, Board Handbook, Jean Libby

No other actions were suggested by the board

8. **FIRE BOARD COMMENTS-**

Board Clerk Timney: I have been working with the water company as to why they are not permitting us to use the hydrants. We are working on a workable procedure to use the hydrants

9. **ADJOURNMENT**

Board Chairman Dorskocil motioned to adjourn the meeting. Board Member Milich seconded the motion.

Vote conducted. ALL IN FAVOR

Meeting was adjourned at 4:57 p.m.

AYES: Dorskocil, Timney, Milich, Woods

NAYES: None

Respectfully submitted,

Tammy Schieffer, Administrative Assistant