



**SUMMIT FIRE & MEDICAL DISTRICT
GOVERNING BOARD**

FY 21/22 BUDGET WORKSHOP AND REGULAR BOARD MEETING

Wednesday, January 20, 2021

Station 32, 8905 Koch Field Road, Flagstaff AZ

MINUTES

Budget Workshop

1. Call budget workshop to order

Board Chairman Jim Timney called the Governing Board FY21/22 Budget Workshop to order on Wednesday, January 20, 2021 at 3:02 pm, at Station 32, 8905 N Koch Field Road, Flagstaff, Arizona

2. Roll Call of Board Members / affirmation of quorum

Members Present: Board Chairman Jim Timney, Board Clerk Robb Faus,
Board Member Rick Parker

Members Present
Via Zoom Board Member Jim Daskocil

Members Absent: Board Member Mike Milich

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

Public Via Zoom:

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

4. Review and discuss Fire Board Goals, policies and reality and expectations

Board Goals: The board agreed the goals are still in line

Board Policies: The Board Policies were reviewed.

Hiring Policy: Staff goes through testing and hired and then moves on. We put staff through medic school and they leave. We have a contract with them with a

scale of paying back. Board Member Parker asked how much cost OT, etc for the Medic School. Board Member Daskocil asked to come up with perpetual cost for the district to send staff to Medic School. Wants dollar amount for positives.

IGA Positives:

Wilson: Regional Grant, Fire Office Leadership Class, and being part of Greater Flagstaff Region benefits getting the grant

Fire Chief Gaillard arrived at 3:29pm

Expectations

Apparatus and Capital bond. Asked the board for Apparatus bond possibility used over a 10 year timeframe.

Realities

Bond Payments are decreasing
PSPRS is staying stable for the next year

Round Table

It was explained that the money already budgeted for the 3 PSPRS DROP employees is being applied to the PSPRS Unfunded Liability

Wilson: I am understanding next board meeting we will bring

1. Look at repayment for the medic school
2. The costs of COVID to the district

5. Adjourn Budget Workshop

Board Member Parker motioned the Budget Workshop be adjourned. Board Clerk Faus seconded the motion.

Voted conducted. Unanimous approval

Budget workshop was adjourned at 3:46pm



Regular Board Meeting

1. CALL REGULAR BOARD MEETING TO ORDER

Board Chairman Timney called the regular board meeting to order on Wednesday, January 20, 2021, at 3:48 pm at Station 32, 8905 N Koch Field Road, Flagstaff, Arizona

2. ROLL CALL OF BOARD MEMBERS / AFFIRMATION OF QUORUM

Members Present: Board Chairman Jim Timney, Board Clerk Robb Faus,
Board Member Rick Parker

Members Present
Via Zoom Board Member Jim Dskocil

Members Absent: Board Member Mike Milich

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

Public Via Zoom:

3. CALL TO THE PUBLIC No response from public

4. CONSENT AGENDA – Items on the consent agenda are of a routine nature or have been previously studied by the Governing Board. Items on the Consent agenda are intended to be acted upon in one motion unless the Board wishes to hear any of the items separately.

- a. Approval of Reconciliations and Financial Reports for December 2020
- b. Discussion and Approval of the Regular Board Meeting Minutes of December 16, 2020 and December 23, 2020

Board Member Parker motioned the Reconciliations and Financial Reports for December 2020, and Regular Board Meeting Minutes of December 16, 2020, and Board Meeting Minutes of December 23, 2020 be approved. Board Clerk Faus seconded the motion.

Vote conducted, Unanimous approval

5. Current Events Summaries, Reports, and/or Correspondence– In accordance with A.R.S. 38- 431.02(K), **the Board shall not propose, discuss, deliberate, or take legal action** on any matter in the following summaries:

- a. Monthly Run Report – Battalion Chief Chris Zambeck
 - Presented the run report for November 2020
 - Fire Officer Leadership Class-Very good dialogue and communication
 - A Shift have a call way out on Hwy 89. Used the EPower Tools-worked well, along with Mutual Aid
 - Auto Response on a call at Cosnino and I40 worked well

- b. Monthly Chief Updates

Chief Gaillard

- Fire Officer Leadership Class training is good. It involved Highlands Fire, Summit Fire, and Flagstaff Fire. Three of seven courses are done
- We have a good overview of where we think the board has been

Deputy Chief Wilson

- We have an official change in XO Captain. Mike Allen is our new one
- There have been a lot of budget discussion
- Deputy Chief Bills is going after another AFG grant for another water tender due to age and condition of the one we have

Deputy Chief Staskey

- We had a significant snow storm yesterday
- Wildland season is right around the corner
- COVID Group 1B Vaccine has begun for first responders

- c. Local 1505 Update XO Captain Allen stated there was nothing at this time

6. NEW BUSINESS / ACTION ITEMS - Public Comment:

- a. Review, discuss and possible action on submitting comments on the Doney Park Timberline Fernwood Area Plan Update

Melissa Shaw, Coconino County Long Range Planner, updated the board on the Doney Park, Timberline Fernwood Area Plan. She explained the Wildland Interface Code. (the Doney Park, Timberline map is on the Coconino County website). There was discussion with the board.

Melissa Shaw spoke to Chief Gaillard, will be putting together a sub-committee to review Public Safety goals and policies very soon. I will be in touch with you, and if your board has some recommended goals and policy additions, bring those to the meeting and we will talk about those with the committee. **Fire Chief Gaillard addressed the chair if you would like for us to take a shot at a draft set of policy statements for you all to consider; I am not sure about the timing, but if we could get some level of support or consensus for some of those, I am happy to put in the time and effort. Board Chairman Timney and the board agreed to allow that. Via e-mail, I will put a draft document out to you all. Perhaps we can spend a little**

time bringing a consensus. Administrative Gioia addressed the board to not respond to each other.

- b. Review, discuss and possible action on approving IGA for Dispatch and addendum for CCSO IT.

Deputy Chief Wilson presented to the board, I met with County Attorney Brian Furuya and City Attorney Maryann Sullivan last week. We discussed there were some improvements to the IGA you all requested in your Executive Session. That is getting moved forward. Maryann, the City Attorney is putting language in there to build some new caps and parameters to set us up for a little safer annual on going IGA. The CCSO IT we discussed is going to become an addendum to this dispatch all wrapped in one so we don't have different IGA's. It will all be inclusive. That will be coming back to you once Maryann gets with the city staff and rewrite some of that information policy, presents in a new IGA format. We will bring it back to the board.

Board Chairman Timney questioned Deputy Chief Wilson. Did the city attorney have any comments about why they were suggesting changes? I know she sees it from the side of municipal, and the county attorney's office sees it from a rural side.

Deputy Chief Wilson: She clearly understood the open end nature of the IGA and the risk for us for ongoing budgetary setting.

- c. Review, discuss and possible action on the Retirement of Chris Gioia and possible contract work until replacement can be established.

Fire Chief Gaillard presented Administrative Gioia with a plaque and her 10 year pin for service.

The board agreed to hire Chris on a contract basis until a replacement is found and trained. The contract included paying Chris \$30.00 per hour.

Board Member Parker motioned to accept the contract work until replacement can be established with Chris Gioia at \$30.00 per hour. Board Clerk Faus seconded the motion.

Vote conducted, MOTION CARRIED Unanimous approval

7. FIRE BOARD COMMENTS

Board Member Parker stated he appreciates all the work the staff does.

ADJOURNMENT

Board Member Parker motioned to adjourn the meeting. Board Clerk Faus seconded the motion.

Vote conducted. Unanimous approval

The Regular Board Meeting was adjourned at 5:18pm

Respectfully submitted

Tammy Schieffer, Administrative Assistant

APPROVED