



**SUMMIT FIRE AND MEDICAL DISTRICT FIRE & MEDICAL  
GOVERNING BOARD**

**FY21/22 BUDGET PUBLIC HEARING AND REGULAR BOARD MEETING AGENDA**

**Wednesday, June 16, 2021**

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

**MINUTES**

**Public Hearing**

1. **CALL TO ORDER**

Board Chairman Jim Timney called the Governing Board FY21/22 Budget Workshop to order on Wednesday, May 19, 2021, at 3:06pm, 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, Board Member Mike Milich

Members Present: None  
Via Zoom

Members Absent: Board Member Jim Doscocil due to technical issues with Zoom

Administration: Fire Chief Mark Gaillard, Deputy Chief Mark Wilson, Administrative Officer Deanna Reed, Battalion Chief Torsten Palm

Public Via Zoom: None

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

4. **PUBLIC HEARING - Proposed Fiscal Year 2021/2022 Budget, GO Bond Budget and GO Bond Repayment Budget**

a. Overview of Proposed Fiscal Year 2021/2022 Budget

Administrative Officer Deanna Reed

Presented Overview of the Chief's Budget highlighting key factors of :

Summit Fire and Medical District paying dependent health benefits increase, tuition reimbursement, and balanced budget.

b. Overview of Proposed Fiscal Year 2021/2022 GO Bond Budget

Administrative Officer Reed presented to the board.

c. Public Hearing/Comments

There were no public comments

5. **Adjourn Public Hearing**

Board Member Mike Milich motioned to adjourn the FY21/22 Public Hearing. Board Member Rick Parker seconded the motion.

Vote Conducted **MOTION CARRIED UNANIMOUSLY**

AYES: Timney, Parker, Faus, Milich

NAYES: None

**FY21/22 PUBLIC HEARING ADJOURNED AT 3:14 PM**

APPROVED



## Regular Board Meeting

### 1. CALL TO ORDER

Board Chairman Jim Timney called the Regular Board Meeting to order on Wednesday June 1, 2021, at 3:14pm 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, Board Member Mike Milich

Members Present: None  
Via Zoom

Members Absent: Board Member Jim Doscocil due to technical issues with Zoom

Administration: Fire Chief Mark Gaillard, Deputy Chief Mark Wilson, Administrative Officer Deanna Reed, Battalion Chief Torsten Palm

Public Via Zoom: None

### 3. CALL TO THE PUBLIC

### 4. CONSENT AGENDA

- a. Approval of Reconciliations and Financial Reports for April 2021
- b. Discussion and Approval of the Regular Board Meeting Minutes of April 21, 2021

Administrative Officer Reed presented to the board the financial reports of May 2021, and Public Hearing and Regular Board Meeting Minutes of May 19, 2021.

Board Member Parker motioned to approve the Reconciliations and Financial Reports for May 2021 and the FY21/22 Budget Workshop and Regular Board Meeting Minutes of May 19, 2021. Board Member Mlich seconded the motion.

Vote conducted. MOTION CARRIED unanimously

AYES: Timney, Parker, Faus, Milich

NAYES: None

### 5. Current Events Summaries, Reports, and/or Correspondence

- a. Monthly Run Report – Battalion Chief Torsten Palm
  - Presented total number of calls for April and May 2021, Board Member Faus stated he appreciated the breakdown between fire and medical. Discussion on when the Sheriff's Department is called due to property owners burning on their property during Fire Restrictions Stage II.
  - Discussion regarding a fire on private property that was controlled to 1/10<sup>th</sup> of an acre due to hitting it with everything we have during initial attack. Deputy Chief Wilson stated this was a great accomplishment. Due to weather conditions any fires start you can add 4 zeros behind the acres burned.

## Monthly Chief Updates

### Fire Chief Gaillard:

- Wildland Update and the benefits of GFR working together.
- Email of the removal of the XO Positions due to fiscal conditions. Mike Allen started in this position and sent to teach at the Academy where he excelled. He has been asked to coach leadership training.
- Academy completed and new graduates are officially on duty. Meeting with training Captains as to the expectations ,and documentation required during their probationary year at Summit Fire and Medical District.
- Sending a letter to State of Arizona DFFM regarding their new cost reimbursement structure; we like the methodology; however, we have concerns for sending crews out on assignment and not recovering their costs.
- Highlands Fire Chief Foreman is to retire this year, and BC Todd Miller has accepted to be their new Fire Chief.
- Discussions regarding co staffing and possible helipad with PHI an Aerovac Company. Key items were:
  - Positive employee retention as Paramedics become super medics to assist PHI. This will benefit our community too.
  - The pros and cons of placing a helipad at one of the Summit Fire and Medical District Fire Stations.
  - Focusing on making it work within Summit Fire and Medical District and then maybe expand to the GFR.

### Deputy Chief Wilson:

- Operations for Chief Staskeys
  - Discussion of Annexation of Tall Pines
    - it is with County Attorneys,
    - And the reality is that we will not see funds from this annexation for 2- 5 years.
  - Attended planning meeting regarding Walnut Creek as a new subdivision. They are currently in our District.
- Discussion of new software platform with analytics beginning July 1,2021; key points:
  - It is a budget item,
  - Six months installation and training with possible live date January 1, 2022,
  - Highland Fire District, City of Flagstaff and Summit Fire and Medical District are able to share reports and auto aid
  - Keeping our own information for Grants
- Wild Land Update: One type 3 at Telegraph Fire and one personnel in New Mexico,
- Opened Summit Fire and Medical District employees to assist City of Flagstaff with severity apparatus, however Summit Fire and Medical District did not personnel available.
- We will not send any additional engines to out of district wildland fires until we have had significant rain in the district.
- Discussion on severity policies within the GFR and what means were used to measure why we will not send crews outside of the district and when they would be available again.

### b. Local 1505 Update

Discussion regarding Matt Gibbs current excellence service for the Union.

## 6. **NEW BUSINESS / ACTION ITEMS - Public Comment:**

- a. Review discusses and possible action of adopting Resolution 2021-01 Fiscal Year 2021/2022 District Budget and Operational Plan.

DISCUSSION: None

Board Member Parker motioned to approve the Resolution 2021-01 Fiscal Year 2021/2022 District Budget and Operational Plan. Board Member Milich seconded the motion.

Vote conducted. MOTION CARRIED unanimously

AYES: Timney, Milich, Faus, Parker

NAYES: None

- b. Discussion and possible Action on adopting the Resolution 2021-02 Fiscal Year 2021/2022 GO Bond Budget.

DISCUSSION: none

Board Member Parker motioned to approve the Resolution 2021-02 Fiscal Year 2021/2022 GO Bond Budget. Board Member Milich seconded the motion.

Vote conducted. MOTION CARRIED unanimously

AYES: Timney, Milich, Faus, Parker

NAYES: None

- c. Review, discuss and possible action on MOU from Labor

DISCUSSIONS:

Jeff Miner was present to answer any questions regarding the MOU. Upon approval we will present two policy changes at our next board meeting.

Board Milich asked about the removal of chart in Section 3.1. Jeff Miner, BC Palm, and Chief Gaillard all responded stating the chart was removed to give BC's flexibility in staffing and fiscal responsibilities to manage recalls.

Board Member Parker began discussion on Paramedic Reimbursement Section 4.5 C and reimbursement to district if employee does not stay per contract. Deputy Chief Wilson, Chief Gaillard and Administrative Officer Deanna Reed explained the process of deducting amount from leave and sick payout.

Board Member Parker motioned to approve the MOU from Labor. Board Member Milich seconded the motion.

Vote conducted. MOTION CARRIED unanimously

AYES: Timney, Milich, Faus, Parker

NAYES: None

- d. Review, discuss and possible action on county attorney's contract

Administrative Officer Deanna Reed presented the agreement to the board.

DISCUSSION: NONE

Board Member Parker motioned to approve the County Attorney agreement. Board Member Milich seconded the motion.

Vote conducted. MOTION CARRIED unanimously

AYES: Timney, Milich, Faus, Parker

NAYES: None

- e. Review, discuss and possible action on training expenses recovery for lateral job changes

DISCUSSION:

Board Chairman Timney began discussion regarding concerns regarding training costs and if the IGA could be amended to include reimbursement of such costs when there is a lateral move to the City of Flagstaff.

Board Chairman Timney stated Summit Fire and Medical District has a monetary loss of training costs for a firefighter when they move to the city. Possibly change IGA to recoup some of the training costs. Advantage to the City is that they receive a trained firefighter without paying the training costs and they are getting a trained firefighter at District expense. If they were required to retrain one of the replacements, then it is a breakeven for us as we are getting the trained firefighter. There is zero cost to the city as they already got one on the line ready. Unknown actual costs to train the firefighter.

Discussion on how the firefighter is paid during training.

Board Member Parker said that the city is receiving a firefighter who already has his boots on the ground where Summit Fire and Medical District receives a new firefighter straight out of the academy who does not have the actual experience. Even if the city pays for the training Summit Fire and Medical District still gets a firefighter who needs actual call experience.

Chief Gaillard explained the fiscal burden to the city. They are not expected to reimburse with Highland as some of their firefighters move to the city. Discussion of other Fire Departments who have picked more firefighters than the city. Understands where the question comes from and explained the problems of writing a check for a Firefighter. They hired new firefighters in March, however, they waited until after the academy to start these firefighters to reduce the financial OT for Summit Fire and Medical District. Agreement not to pick Probationary Firefighters. Discussed talks with Flagstaff Regional Labor who agree they should not have to put a firefighter through the Academy again and they agree to the current arrangements. Starting recruitment again in the next few weeks for a Fall Academy.

Board Chairman Timney: Goals of a Regional training, operations, equipment among three distinct fire boundaries for the benefit of a single nonpolitical emergency services within the political boundaries. Problem being the training ground and it costs us money to train more firefighters. Affirmed that no one is questioning the group training and hiring, the problem is that tax district is paying for a firefighter they do not get to keep and have to pay for a new recruit. It is our responsibility to the tax payor to be fiscal responsible within our own brotherhood.

Discussion started by Board Member Parker, Fire departments lose firefighters, and how it is easier to move to the city as they do not have to uproot their families for the change of more money, more experience etc. How long a firefighter should stay with the department until the training costs are irrelevant compared to the ones who only stay a couple of years or less?

Chief Gaillard's response of regional training develops better firefighters who provide better service for their communities regardless of what the name of the department is on the back of their shirts. Discussion on ways this can change without reimbursing costs. Recruit, hire independently with the goal to create the best firefighters and to keep them in the region.

Deputy Chief Wilson started financial discussions on Summit Fire and Medical District having to pay for the two firefighters leaving and the two replacements in the Academy verses Flagstaff overtime costs to fill the positions until Summit Fire and Medical District was made whole. He will quantify the numbers to give to the Fire Board.

Discussion regarding a reasonable amount of time before the firefighter is available for recruitment. Anything after probationary is subject to loss to the district. If they leave

prior to a reasonable amount of time who is fiscally responsible. Discussion again regarding the ease of moving within our boundaries versus moving to outside our boundaries.

Both sides need to look at the monies involved before an actual decision.

Board Member Milich stated that the only way to come to this decision on why we would do this is by what the numbers say. Both parties agreed to have financial costs involved with training for the next board meeting.

If the Board wants to proceed then the other parties will need to be involved. This would include the City of Flagstaff Mayor, City Council, Labor and Legal etc. for an amended IGA.

Board Clerk Faus agrees with our financial responsibility to the tax payor; however, he is interested in suggestions on employee retention. We cannot increase the calls or the glory however we can create an incentive to want to work for Summit Fire and Medical District Fire and Medical District.

Board Chairman Timney and Board Member Parker closed the discussion with the need to see the financial numbers and it was a good discussion from both parties. Board member Parker stated how he appreciates the relationship between Summit Fire and Medical District and the City of Flagstaff; however, we just want to tweak the IGA to make us equitable.

Board Member Parker motioned to suspend action on training reimbursement from City of Flagstaff for lateral moves until next month for a presentation to be made regarding the financial costs of training during a lateral move.

Vote conducted. MOTION CARRIED unanimously  
AYES: Timney, Milich, Faus, Parker  
NAYES: None

f. Topic of the Month with Chief Staskey. None

7. **FIRE BOARD COMMENTS-None**

**ADJOURNMENT**

Board Member Parker motioned to adjourn the meeting. Board Member Milich seconded the motion.

Vote conducted. Unanimous approval  
AYES: Timney, Milich, Faus, Parker  
NAYES: None

The Regular Board Meeting was adjourned at 4:33 pm

Respectfully submitted

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Deanna Reed, Administrative Officer