



Regular Board Meeting

1. CALL TO ORDER

Board Chairman Jim Timney called the Regular Board Meeting to order on Wednesday November 17, 2021, 3:03 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 Member Mike Milich. Board Clerk Robb Faus and Board Member Rick Parker

Members Present: Board Member Jim Duskocil

Members Absent: Board Member Jim Duskocil

Administration: Deputy Chief Mark Wilson, Deputy Chief Pat Staskey, Administrative Officer Deanna Reed, Battalion Chief Torsten Palm, Fire Chief Mark Gaillard, Captain BJ Fisk, Jacqueline Richwine, Management Analyst

Public: Norm Erickson, Keith Klassen

Public Via Zoom: None

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

4. CALL TO THE PUBLIC

- Keith Klassen, 12280 N Peaks Parkway. When agenda item for the Eastside Restructure is presented, he had a question regarding ISO rates changing with the restructure and maps of the district where a new station may be located. Concern that his insurance company may consider him out of service area.

5. CONSENT AGENDA

- Approval of Reconciliations and Financial Reports for October 2021
- Discussion and Approval of the Workshop/ Regular Board Meeting Minutes of October 20, 2021.

Administrative Officer Reed presented the financial packet and asked if there were any corrections to the meeting minutes or the financials discussed.

Discussion: None

Board Member Parker motioned to approve the Financial Reports for October 2021 and the Regular Board Meeting Minutes of October 20, 2021. Board Clerk Faus seconded the motion.

Vote conducted. MOTION CARRIED unanimously by those present.

AYES: Timney, Milich, Faus, Parker

NAYES: None

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

- a. Introduction of Patrice Horstman, District 1 Coconino County Supervisors. Chief Gaillard introduced County Supervisor Horstman. She gave a brief biography of her work experience, and this is her first term as County Supervisor for District 1. She is excited to be working with the Summit Fire and Medical District Board. She is working with the County and State regarding State funds distributed to Wildland & Flooding. Wildfire and Wildfire Flooding is number 1 health risk for the State of Arizona. The United States Forest Service allocated funds for wildfire and wildfire flooding restoration for high priority areas. High priority areas happen to be in Coconino County which are the steep slopes outside of Williams and the west side of the San Francisco Peaks. It is a 10 year fund which began in Fiscal year 2022. She is here to service and to work with us. Please give her a call with any issues or her assistant Julian Wolff.
- b. Captain Brian Walsh-Firefighter of the year. Captain Walsh was unable to attend the Board Meeting due to being out on a call. Chief Gaillard explain that Captain Walsh award given by the Exchange Club passed on information from his peers. He is known as Mr. Engagement as he is involved in several programs here. He is a member of Honor Guard, Program manager for uniforms etc. Chief Gaillard shared a story of Brian's work with SharePoint program.
- c. Monthly Run Report – Captain Frisk-Presented total number of calls for October 2021. There were two calls discussed that had a great outcome involving MVA that required several units including the City of Flagstaff.

Monthly Chief Updates

Chief Gaillard: Last week there was a virtual quarterly captains' meeting. SFMD along with Flagstaff Fire Department will be part of a NAU research study to engage in a Physical Functional Resiliency - Effects of PTSD. This study is in cooperation with our mental health providers and NAU staff. They will be registering volunteers this month.

Deputy Chief Wilson: Introduced Jacqueline Richwine the City of Flagstaff new Management Analyst. She was the creator of the webpage video regarding the Eastside Restructure Pilot. We were unsuccessful in receiving the AFG Grant for a new water tender. Update on the Tall Pines Annexation, according to regulations they developer has to go through the accessor's office and county supervisors, and it becomes cumbersome that the developer's engineer is requesting removal of the annexation from their plans to allow for individual out of area contracts. Board member Milich asked how many units? Chief Wilson explain it was about 40 homes on 2-5 acre parcels. We are working on instituting a new payroll form and plan. We have identified 5-6 employees who are over or under paid. This will be presented at the next board meeting. Board Chairman Timney engaged in a discussion regarding the Navajo Housing Property would it be considered to becoming part of the District. Chief Wilson he is unaware if they would benefit from being in the district and then they would have to request to be added through not only Coconino County but the tribe as well. Comments on where the Navajo Properties are located. Chief Wilson stated that we have not heard of any requests from them. Chief Gaillard stated that the Pine Pines developer may form an HOA who would contract with the District. We can agenda this next month to discuss what the board would like to do regarding the annexation. Additional comments regarding the Navajo Housing Property and opinion of HOAs.

Deputy Chief Staskey: Second week of the GFR Academy with 11 attendees all from the City of Flagstaff. They have been nicknamed the 6.5 Academy as all the attendees are tall. Captain Allen from SFMD is part of the academy cadre. SFMD has finished their annual mental health checkups. There have been two wildland fires in the past week that have gone nowhere due to the wind dying down. The exceptional warm weather has elevated the threat of wildland fires in the area.

- d. Local 1505 Update-None present

7. NEW BUSINESS / ACTION ITEMS - Public Comment:

a. Review, discuss and possible action regarding the Eastside Restructure Pilot Program: BC Palm presented the operational benchmarks of Charlie, Delta, and Code 3 calls from station 33 response into district 32. A meeting was held with Flagstaff region Fire Chiefs response times were pulled from these other departments. The average response times for emergent call sin the City of Flagstaff is 7 minutes and above and 5:14-5:15 for Highland Fire District. It was for the same time frame to show the board comparisons to other local departments. He presented the maps of the district outlining where Station 3, 31 and 33 will be responsible for calls in station 32 area of operation (AO) for the month of November 2021. He presented area maps regarding call volume of other units responding in Station 32 AO and where the calls are beginning to cluster. The data is relevantly small. He asked if there were any changes to this data set or if the Board would like to see something different. Board Clerk Faus asked if on the EMS data if we can determine which is medical versus mva. BC Palm said they will break down the medical versus mva for the next meeting. Board chairperson Timney asked about station 31 response times into district 32. SFMD is tracking station 31 response times into district 32, however, to date there has not been a call. Chief Staskey: To add along these lines the BC is good at staging Engine 31 into a central point in Station 32 AO when Engines 32 or 33 are on a call on 89 North almost out of the District. Board member Milich asked Chief Gaillard if we are able to address Mr. Klassen's concern regarding the ISO 5 mile rating. Chief Gaillard stated that this was a project for the outside consultant to determine where the most beneficial part of the eastside district for a fire station. It is a valid point and will be addressed for the scheduled public meeting in March 2022. He explained the history of the ISO rating, reasons we were given our rating of 5 and it is good question and will be addressed.

Administrative Officer Reed addressed presented the Eastside Financial Benchmarks regarding personnel expenses. Information was given regarding a mailer to district residents, the size, and costs of completing a mailer to the district. After discussion, it was decided to table it until next month's meeting with sample to be emailed to the board members. It was a split decision from the board as to whether or not the mailers would be beneficial as there are other means available to the community for information other than a direct mailer.

- b. Review, discuss and possible action on Certificates of Participation. Chief Wilson gave an update on the sale of the certificates of participation. He noted the payment schedule, the reduction in payments over the next 17 years and the receipt from PSPRS that our unfunded liability is paid in full.
- c. Review, discuss and possible action of board packet printed materials. Administrative Officer Reed asked two questions to the board. Is anyone using BoardEffect, and should we renew our subscription for the next year at \$3,027.94. No one indicated that they have used BoardEffect. It was also requested that the bank reconciliations be left out of the printed board packet for meetings. The entire board packet including the bank reconciliations will be emailed to them within 3 business days prior to the board meeting, however, the only items from this emailed version that will be printed for the board meetings will be the agenda, minutes, consent agenda, profit & loss/budget, overtimes reports and action forms. All other board packet information will be via email.

Board member Milich made a motion to not renew the board effects contracts, to receive the entire board packet sent via email and only print the agenda, consent agenda form, profit and loss, overtime report and actions forms. Board Member Parker second the motions.

Vote conducted. MOTION CARRIED unanimously by those present.

AYES: Timney, Milich, Parker Faus

NAYES: None

8. Board Member Comments-Board members thanked the administration for their work.

Board Chairman Timney motioned to adjourn meeting; Board Member Parker seconded the motion.

Vote conducted. MOTION CARRIED unanimously by those present.

AYES: Timney, Milich, Faus, Parker

NAYES: None

Board Meeting Adjourned at 4:17 p.m.

Board Clerk

Date

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