



## BOARD MEETING MINUTES

Wednesday, April 17, 2024

Station 32, 8905 Koch Field Road, Flagstaff AZ

1. **CALL TO ORDER**

Board Chair Timney called the Regular Board Meeting to order at 6:01 pm.

2. **ROLL CALL OF BOARD MEMBERS / AFFIRMATION OF QUORUM**

Members Present: Chair Timney, Board Members Scott Walton, Jim Duskocil, and Rick Parker

Members Absent: Robb Faus

Administration: DC Fennell, DC Bills, BC Palm, V Fennema, T. Schieffer, and County Supervisor Lena Fowler

3. **Pledge of Allegiance**

4. **CALL TO THE PUBLIC – No requests.**

5. **CONSENT AGENDA**

- a. Discussion and Approval of the Regular Board Meeting Minutes of March 20, 2024.
- b. Discussion and Approval of the Budget Workshop Minutes of April 04, 2024.
- c. Approval of Reconciliations and Financial Reports for March 2024.

**Board Member Rick Parker motioned to approve the minutes from March 20, and April 4<sup>th</sup> meetings, and the financial reports for March 2024. Motion was seconded by Scott Walton.**

**Vote Conducted. MOTION PASSED unanimously.**

**AYES: Walton, Timney, Duskocil, Parker**

**NAYES: None**

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

c. Monthly Run Report

BC Palm reported:

- Run report for March 2024. Total of 91 calls, with 57 being emergent calls. Call distribution is as follows: District 31 had 20 calls, District 32 had 31, District 33 had 15, District 36 had 0, and District 37 had 2, and out of district was 23 calls.
- Avg response times: Sta# 31 at 8.40 min, #32 at 8.14 mins, #33 at 10.31, #36 at 0.00 mins. and #37 at 4.53, and Guardian at 12.05 min.
- Benchmark Goal (90% under 10 mins): We were at 73%; 31 of 40 calls.
- Automatic Aid: Given 7 incidents; Received 4 Incidents.
- Board requested that we show what station/engine is responding to the out of district calls.

d. Monthly Chief Updates: DC Bills and DC Fennell

DC Bills:

- Submitted a grant for a gear washer for station #32 (extractor) and a \$30k grant request through Firehouse Subs for new workout equipment.

DC Fennell:

- Had Casey make a change in CAD to dispatch 3 engines, BC and a water tender to any structure fires we have.
- Flag Middle School is being demolished/ rebuilt, so crews were able to go over there and do some great training before the demo was done.
- Dispatcher Appreciation – took them over some goodies.
- GFR recruitment: 41 applicants with 28 moving forward in the selection process. Probably looking at 6 positions to fill in all GFR.
- APS is starting a program in May Called “Public Safety Power Shut-off”. We will have a guest speaker from APS at next board meeting. It has to do with shutting off power during extreme weather conditions in order to avoid power lines causing wildfires.

Local 1505: no update

Coconino County Supervisor Lena Fowler (District 5) was present and gave an update on issues currently being worked on in the County.

7. **NEW BUSINESS / ACTION ITEMS**

a. Updates to the Fire Board Handbook and Board Policies 502 & 503

- 502 updates:
  - ✓ Added verbiage from Board Handbook that showing the public comment speaking time has been changed to 3 minutes for individuals and 10 for group representation.
  - ✓ Minimum of 1 week notice from Public to add items to the board agenda.
- 503 updates:
  - ✓ “On the Spot” award amount changed to \$100.

**Motion to approve changes to Policy 502 and 503 as written made by Board Member Parker, seconded by Board Member Dorskocil.**

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

**AYES: Timney, Dorskocil, Walton, Parker**

b. Capital Purchases

- 8 sets of turnouts costing \$30,653.28 (2<sup>nd</sup> sets)
- Soft-mount extractor for Sta #37 costing 10,593.95.

**Motion to approve purchase of turnouts and extractor made by Board Member Walton, seconded by Board Member Parker.**

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

**AYES: Timney, Dorskocil, Walton, Parker**

c. Discussion on the use of water / hydrants on the Westside of the district.

- Chief Bills spoke with JR Murray from Snowbowl. JR said to use the hydrants off Snowbowl Road whenever we need them, not to worry about paying for water use or anything like that. Engineer from Snowbowl confirmed that line is set up to vent accordingly and won't collapse when pressurized.
- He is writing the policy right now and that will go out to line as soon as it is completed.

- We will have a dedicated hose to use with the reclaimed water so no decontamination will have to be done.
- d. Discussion on Open Burning enforcement in the district.
  - Lots of confusion on how Open Burning can be restricted and/or enforced throughout the district. ADEQ sets the rules to follow, we list those on our website, but we do not issue “burn permits” or have any enforcement authority.
  - Advised for public to call 911 if they think a fire is out of control or compliance.
  - The Fire Board is requesting that the County Attorney to give a legal opinion on this topic.
- Board Comments:
  - Thank you to everyone for attending and all the hard work.

**ADJOURNMENT:** Board Meeting adjourned at 7:33 pm

**Motion to adjourn by Board Member Parker, seconded by Board Member Duskocil.  
Vote Conducted. MOTION PAST ALL IN FAVOR  
AYES: Timney, Duskocil, Walton, Parker**

Respectfully submitted by:

Robb Faus, Board Clerk

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