



**Bouse Volunteer Fire District**  
P.O. Box 155  
Bouse, Az. 85325

**Board of Directors**  
Doug Williams (928) 916-4416  
John Nault (928) 851-5234  
David Bull (928) 851-2222

**MINUTES OF THE BOUSE VOLUNTEER FIRE DISTRICT BOARD MEETING**  
**FEBRUARY 14, 2017**

**(These minutes have not been approved or accepted by the Board as of the date posted)**

- CALL THE MEETING TO ORDER:** Doug Williams called the meeting to order at 1718 hours (5:18pm). Followed by the Pledge of Allegiance
- ROLL CALL OF OFFICERS:** Doug Williams, David Bull, & John Nault (unavailable)
- INVITED GUEST** Ehrenburg Fire Chief Clifton Terrell
- PUBLIC MEMBERS PRESENT:** Don & ReNae Hedges, Rob Lowe Jr., Jim & Linda Prysi, George Nault
- APPROVAL OF MINUTES:** January 25, 2017 Special BOD Meeting - *motion to approve (DW) Seconded (DB)*  
The following minutes were all tabled until March - *Motion (DW) Second (DB) (due to sitting Board member not being present)*  
December 13, 2016 Board Meeting: *(tabled to March)*  
December 13, 2016 Executive Session Meeting: *(tabled to March)*  
January 10, 2017 Board Meeting *(tabled to March)*  
January 10, 2017 Executive Session *(tabled to March)*

**FINANCIAL REPORTS:** No January Financial report was available to the board due to financial records and Laptop had not being returned to board until 24 hours prior to meeting by resigning treasurer. *(was later found that even though they had been prepared no one mentioned they were in laptop case)*. Recommendation was made to table evaluation of financial report for January until the March Meeting. *Motion to table (DW). Seconded (DB). Vote Aye 2 Nay 0 Motion carried.*

**CORRESPONDENCE:** No other correspondence.

**CHIEF'S REPORT:**

ALS	BLS	MVC	Veh - Fire	Spec Duty	Public Assist	Still	Missed	HazMat	Cancelled
12	6	1			1		1	1	1
									<b>Month Total: 23</b>
<b>Year To Date (Jan - Dec 2017)</b>									
17	13	1			1	2	2	1	3
									<b>YTD Total: 40</b>

- Water heater in the female restroom has been replaced and is working
- Safer Grants for - **Staffing (Firefighter Stipend Program) & Paid Chief Position via a SAFER Career Staffing Grant** have been completed and submitted for a total grant request of \$580K plus
- Chief Novak & Chief Terrell (from Ehrenburg FD) are continuing to work on ambulance donations from the Navajo Nation. Discussion followed
- Chief attended the mandatory AFDA conference in Laughlin, NV that state mandated new board members to attend. Board member David Bull will be attended the summer conference in July.
- A training burn of a couple of trailers south of the school was completed recently. Discussion followed
- Chief Novak has an appointment with Kevin Brown, CEO of LPRH next week, to discuss issues and a possible contract for services in order to get a better price to suit our needs. Mr Brown is eager to work out a solution to our billing issues as well as contract.
- La Paz County Emergency Management is putting on a live shooter drill jointly with Buckskin FD. We were invited to participate.

- Chief Novak indicated that he had asked ReNae Hedges to head up the plans for the 10th Anniversary of the Fire District. ReNae outlined her plans for the event and how she has approached many of the local clubs and groups to help. The Boosters will also be purchasing a new roaster which will then be donated to the BVFD. The event will be held at 2:00pm on Sunday 26th at the Fire Station, and include hot dogs, coleslaw coffee and water donated by various clubs. She also plans on a large cake. Chief Novak also informed board that he had purchased pens/stylus promotional item for giveaway and potential sale in future. ReNae's hope is to be able to rebuild the Fire Auxiliary and increase members. Discussion followed.

#### CALL TO THE PUBLIC:

- Member of the public raised the point that some people are unsure what the District area covers. Chief and DW outlined the Official District layout and the additional response area that the BVFD covers as well as outlining how each district is covered outside those areas but Joint agreements with the other Fire districts within the county. Discussion followed.

#### OLD BUSINESS: All items are listed for Discussion/Approval/Disapproval:

- Follow-up on AWC contract for EMT Trainees (*Tabled from Dec and Jan Meeting*) - DW outlined that he had followed up with head of the EMT training at AWC and will be moving forward with agreement as planned.
- Appoint Annual Chairman and Clerk positions for 2017 (*Tabled from January Meeting*) (to be determined by Board Members) - due to one board member not being at meeting item was tabled until March. *Motion to table (DW). Seconded (DB). Vote Aye 2 Nay 0 Motion carried.*
- Approve updated letter for County Treasurer listing authorized signers for warrants. (*Tabled from January Meeting*). *Motion to approve (DW). Seconded (DB). Vote Aye 2 Nay 0 Motion carried.*
- Approve updated letter to AZ DPS for authorized personnel list for submitting Fingerprint cards for processing & reviewing of the results. (*Tabled from January Meeting*). *Motion to approve (DB). Seconded (DW). Vote Aye 2 Nay 0 Motion carried.*
- Follow-up and possible action on invoice from La Paz Regional Hospital in the amount of \$560.00 - Chief Novak reminded the board that as previously mentioned he has meeting with CEO of the LPRH next Monday. Discussion followed. *Motion to table (DW). Seconded (DB). Vote Aye 2 Nay 0 Motion carried.*
- Approve quotes to repair White Engine Shop#12168 - Chief Novak outlined the repairs needed to the white engine shop #12168, involving ball valves, pressure relief valves need to be rebuilt. Chief outlined difference between repairing and converting and the costs involved and saved respectively. Chief Terrell pointed out that many districts are converting which was the recommendation of both chiefs. Both engines currently have similar problem. Discussion followed. *Motion to approve converting as recommended not to exceed \$4,898.85 (DW). Seconded (DB). Vote Aye 2 Nay 0 Motion carried. (additional note: If you can convert so that it is cheaper in the long term please do that)*

#### NEW BUSINESS, DISCUSSION AND ACTION CALENDAR: All items are listed for Discussion/Approval/Disapproval:

##### A. Consent Agenda Items:

Warrant# (3612-Wells Fargo \$ 536.67), (3613-Wells Fargo \$ 668.46), (3614-Wells Fargo \$ 62.98) (3615-Brian Settles \$ 325.00), (3616-Verizon Wireless \$ 112.45), (3617-Frontier \$ 96.94), (3618-Frontier \$ 130.40), (3619-APS \$ 214.92), (3620-IMD \$ 365.00), (3621-Praxair \$ 30.36) (3622-John Novak \$ 500.00), (3623-Ocotillo Lodge \$ 400.00), (3624-Growers Oil \$ 71.70), (3625-Boundtree Medical \$ 40.52), (3626-Parker Pest Control \$ 45.00), (3627-VFIS of AZ \$ 1,442.00) **Total \$5042.40** - Chief asked for Warrant# 3624 for **\$71.70** to be removed (*this was a personal item incorrectly charged*), Warrant# 3617 for **\$96.94** was incorrectly listed. **New total for Consent Agenda is \$4,873.76**

- B. IMD updates - IMD is working at getting everyone recertified by end of next month therefore have decided to pushback release of Version 5.0 (of the virtual ER) until completion of those updates. there will be an instructors meeting in 2 weeks (*JR and Chief Novak are instructors*) so BVFD will have two in the LaPaz region training other agencies. Nathan is also organizing HIPPA compliant secure emails for board, chief etc
- C. Approve invoice from LaPaz Regional Hospital in the amount of \$566.00 - Chief Novak again mentioned he has meeting with CEO of the LPRH next Monday. Discussion followed. *Motion to table (DW). Seconded (DB). Vote Aye 2 Nay 0 Motion carried.*
- D. Approve invoice from Ray's Repair LLC in the amount of \$356.00 - *Motion to approve (DB). Seconded (DW). Vote Aye 2 Nay 0 Motion carried.*
- E. Payment of Pay per Shift Allowance for January 2017 in the amount of \$ **3,970.00** - Chief Novak and DB pointed out that the total was incorrect as the initial calculation for Ciarra was incorrect. After the adjustment to rate the **New total \$3838.00** (*7 Individuals qualifying: John Novak, Rob Lowe, Rob Lowe Jr., Hal Purcell III, Donald Day and Troy Collier, Ciarra Mejia*)
- F. Discussion and action on printing of Privacy brochure and forms by Jet Printing (as per quote provided) - Chief presented a quote from Jet Printing outlining option for either 250 (or 500 copies at a discounted price) of each of the three printed forms. Discussion followed. *Motion to approve printing of 500 of each the Information Trifold, Patient refusal, & Privacy forms at the price quoted totaling \$454.92.(DB). Seconded (DW). Vote Aye 2 Nay 0 Motion carried.*
- G. Review the new volunteer Fingerprint results
- H. Approve reallocation Request to close Visa Account for Treasurer Anderson and transfer credit line to create new card for Bouse Fire Board - Our volunteer treasurer (Sherrill Anderson) has resigned makes sense to change the card for future use by board or until a suitable replacement for treasurer can be found. *Motion to approve (DB). Seconded (DW). Vote Aye 2 Nay 0 Motion carried.*
- I. Follow up on progress for Safer Grant submittal (*as proposed at special meeting Jan 25, 2017*) - as mentioned previously Safer Grants have been submitted.
  - a. Chief Novak discussed a follow up meeting with Chief Terrell to propose a JSA (Joint Services Agreement) between BVFD and EFD (with the potential to have other agencies also agree) where both districts assist each other to overcome staffing short falls. Both districts would also benefit through reducing cost through sharing of resources and the reduce costs associated with fingerprint and background check costs. SOG's, Training and Policies could be consistently used across districts. (DW) raised issue with background and fingerprint issue and liabilities and wants to follow up on possible solution with State. Discussion followed. Recommended for further discussion as an agenda item at next meeting.
  - b. Chief Novak also discussed a Billing Services Agreement between Aero Med Inc and BVFD. Discussion followed. (DW) raised the point 'Aero' is Arizona based as opposed to another group out of California and was the option he had considered several years before preferring to keep services within State. Recommendation to include as an Agenda Item at March Meeting for further discussion

*Motion made to move into Executive Session to discuss Item G (DW). Seconded (DB). Vote Aye 2 Nay 0 Motion carried.*

**The regular board meeting was suspended at 1931 hours.**

**The regular board meeting was resumed at 1948 hours.**

## REPORTS:

1. Inventory Committee: Nothing new to report
2. Vehicle Maintenance Committee: Nothing to report
3. Policy Committee: No items in process.

4. Building Committee: Public member George Nault informed board that he had another \$500 to donate but wanted to have it earmarked for the building fund, Further he was asking that as this had been discussed regularly could we move forward now as a matter of urgency. Chief Novak reminded the board he had mentioned last month that he was focused on the Safer grants last month and now that they are submitted he can focus on the building again and potentially find a suitable grant to save district that expense. Much Discussion followed

**CALL TO THE PUBLIC:** None Heard

**BOARD MEMBER COMMENTS:** Doug Williams none, David Bull none, John Nault (absent).

**SET TIME AND DATE OF NEXT MEETING:** TUESDAY, MARCH 14, 2017 5:00 PM

**ADJOURN:** 1950 HOURS (7:50 PM)

Minutes taken by audio recording and transcribed on Feb 16, 2017 by board member David Bull. These minutes are a synopsis of the recording of the meeting, not a word for word transcription.

**MINUTES APPROVED AT THE REGULAR MEETING OF THE BVFD BOARD OF DIRECTORS:**

**DATE** \_\_\_\_\_

**SIGNED:** \_\_\_\_\_