



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

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

MINUTES OF THE BOUSE VOLUNTEER FIRE DISTRICT BOARD MEETING
SEPT 12, 2017

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

- CALL THE MEETING TO ORDER:** John Nault called the meeting to order at 1726 hours (5:26pm).
Followed by the Pledge of Allegiance
- ROLL CALL OF OFFICERS:** John Nault, David Bull & Doug Williams (*Absent*)
- INVITED GUEST** None
- PUBLIC MEMBERS PRESENT:**
- APPROVAL OF MINUTES:** **July 5, 2017 Board Meeting - motion to approve (JN) Seconded (DB) Vote Aye 2 Nay 0 Motion carried.**
July 24, 2017 Special Meeting - motion to approve (JN) Seconded (DB) Vote Aye 2 Nay 0 Motion carried.
No Meeting held in August (no Quorum Avail)

FINANCIAL REPORTS:

- July 2017 - motion to approve (JN) Seconded (DB) Vote Aye 2 Nay 0 Motion carried.**
August 2017 - motion to approve (JN) Seconded (DB) Vote Aye 2 Nay 0 Motion carried.

CORRESPONDENCE: (DB) informed the board that we had received notice that the La Paz County board of supervisors had accepted a contract bid for its banking services effective July 2017 by chase bank changing from the current Wells Fargo bank. Discussion followed as to how this may affect the BVFD in the short term.

CHIEF'S REPORT:

ALS	BLS	MVC	Veh - Fire	Spec Duty	Public Assist	Still	Missed	HazMat	Cancelled
6	5	3		1	3	2	7		2
									Month Total: 31
<i>Due to not having a meeting in July (insufficient Quorum) - 29 calls</i>									
Year To Date									
55	36	18	4	1	9	7	13	1	6
									YTD Total: 122

- Chief announced that the BVFD had been successful in getting the Safer Grant ... the BVFD now has 90 days to hire the required people for the grant. Chief's goal is to have 2 paramedic/Firefighters and 1 EMT/firefighter on duty 24 hrs a day.
- Chief is continueing to try and find free ambulances. All the places he has looked at to date have not panned out
- Tentavely 2 more individuals have been hired pending fingerprint results. Charles T works at Jojoba farm and has no experience in fire/EMS, or any certs. Wesley W is an EMT with ambulance in Quartzsite, a cert Wildland fire and has been a volunteer structure firefighter in past. a third applicant still has to complete fingerprints, drug and physical test.
- Chief outlined plan to have 5 portable radios deactivated, leave 3 for the duty crew and he will keep his. Duty radios will be kept at station in the office. on duty members will sign out a portable radio for shift. this should save approx \$1625.00 per year
- Carl from dispatch requested we make portable radios that are deactivated, avail to the radio cache in event of major disaster. deactivated radios can be pulled from cache and reactivated. radios stay in our possession until needed and the new dept pays for their reactivation.
- one more of our life pack batteries went bad and had to be discarded

- Chief also attended training and has passed his Fire instructor 2 class at State fire school

CALL TO THE PUBLIC:

- none

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

- A. Discussion and Possible Action on Billing Services Agreement between Aero Med Inc and BVFD (tabled from Feb, Mar, Apr & June meetings) - Further discussion on this topic was done and the fact that this had been on the table for several months. After confirming some details and that the county solicitor had reviewed the agreement the board made a decision and a final period of discussion. *Motion was made to approve an agreement with Aero Med Inc for billing services (JN) Seconded (DB) Vote Aye 2 Nay 0 Motion carried.*
- B. Safer Grant Update and Administration needs - Chief provided the board with copies of the agreement and that he had accepted the Grant on behalf of the board. he proceeded to outline some of the requirements and issue that will now need to be addressed to fulfill this grant. (DB) outlined his concerns over the financial management required with the safer Grant and that there is a need now to find someone who could assist setting up a payroll element for the District to administer the grants requirements and the reimbursement of the payroll. He stated that this is well beyond the average volunteer and for safe administration of the district we need to find the best way to handle the logistics of this grant. Finally (DB) pointed out that the amount of the grant could also create a situation where by Statute the Fire District will be required to go to a five (5) member board in the not to distant future.
- C. Follow up discussion of possible building solution based on discussions held by Chief Novak and LPSO Sherriff's and other parties. - Discussion followed on the concept of accepting the provision of the building on offer by the LPSO and the challenges, logistics and comparison of changing the existing plans to this option

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

a) **Consent Agenda Items:**

August 2017

(3823-Wells Fargo \$ 271.96), (3824-Wells Fargo \$ 40.27), (3825-APS \$ 397.64), (3826-BoundTree \$ 604.01), (3827-Frontier \$131.96), (3828-IMD \$ 365.00), (3829-Parker Pest Control \$50.00), (3830-Praxair \$ 96.85), (3831-Verizon \$97.03), (3832-VFIS-AZ \$1,577.00), (3833-J.Novak \$500.00), (3834-Ocotillo Lodge \$400.00) **Total \$ 4531.72**

Motion to approve consent agenda for August as presented (JN). Seconded (DB). Vote Aye 2 Nay 0 Motion carried.

Sept 2017

(3842-APS \$ 285.51), (3843-BoundTree \$ 64.08), (3844-Creative Communication \$ 527.85), (3845-Frontier \$131.96), (3846-IMD \$ 730.00), (3847-LaPazRegionalHospital \$200.00), (3848-J.Novak \$500.00), (3849-Ocotillo Lodge \$400.00) (3850-Praxair \$ 33.29), (3851-Brian's Fire \$ 922.50), (3852-United Fire \$177.07), (3853-Verizon \$ 312.22), (3823-Wells Fargo \$ 526.07), (3824-Wells Fargo \$ 491.03), **Total \$ 5301.58**

Motion to approve consent agenda for August as presented (JN). Seconded (DB). Vote Aye 2 Nay 0 Motion carried.

- b) Discussion on legal requirements (*under Statute*) regarding Fire District Board positions - (DB) discussed the possible issues we were going to encounter with the absence of Chairman (DW). He pointed out according to ARS Statutes if a board member misses 3 consecutive months fulfilling the duties of a board member the law state that the position is vacated at the time of the third month. Further, the remaining board members can appoint a replacement to fill vacancy within a set time frame before the county decides to take action and appoint one for the BVFD. Due to this and respecting the role that Board member Williams has had for the BVFD since its inception, and keeping the best interests of the District in mind, we need to address this in the correct way. (JN) stated he will contact (DW) and attempt to confirm an update on

- circumstances. (DB) will research and conform exact statute wording for the next meeting. Discussion followed before topic was **tabled** for additional information and possible action at the next meeting.
- c) Confirmation that procedures for adoption of budget has been completed and the proposed dates and timetable for next budget cycle - (DB) confirmed to the board the final procedures had been followed for the 2017/18 budget with copies provided to AFDA and the LaPaz County as required. he also mentioned that as this was his first year involved in the Budget Process and timetable required he has put together a timetable of specific milestones of the process to avoid any potential similar issues in the next Budget Cycle in 2018. He also made the point that having recieved the Safer Grant discussed earlier changes will need to be to the new budget to include the Safer Grant as a line Item(s)
- d) Discussion and Possible action on Saunders & Co 2017/18 financial year contract In the correspondence for the August meeting was a letter to Saunders & Co requesting confirmation for the next year. (DB) mentioned that with the issues and work having achieved the Safer Grant it would be wise not to make changes regarding Saunders & Co at this time and retain the agreement as requested. Discussion followed before the board made a motion to retain Saunders & Co for the next year as per letter of request. *motion to approve (JN) Secoded (DB) Vote Aye 2 Nay 0 Motion carried.*
- e) Payment of Pay per Shift Allowance for
July 2017 in the amount of \$ **2275.00**
 (6 Individuals qualifying: John Novak, Rob Lowe, Rob Lowe Jr., Ciara Mejia, Donald Day, and Troy Collier)
motion to approve (JN) Secoded (DB) Vote Aye 2 Nay 0 Motion carried.
Aug 2017 in the amount of \$ **1470.00**
 (6 Individuals qualifying: John Novak, Rob Lowe, Rob Lowe Jr., Ciara Mejia, Donald Day, and Troy Collier)
motion to approve (JN) Secoded (DB) Vote Aye 2 Nay 0 Motion carried.
- f) Discussion and possible action on YRCS annual radio fees July 2017-June 30,2018 totaling \$4,225.00 - After discussion, review the board asked if there was not alternatives at this point and all districts and LEO's are currently bound by this agreement. Chief Novak discussed his new procedures with radios distribution and use with BVFD volunteers in an effort to reduce the cost overall. Discussion continued *motion to approve (JN) Secoded (DB) Vote Aye 2 Nay 0 Motion carried.*
- g) Discussion on issues and possible changes to volunteer roster - after a brief discussion the topic was tabled for chief to gather additional information (**tabled** for discussion at a later date)
- h) Discussion (*and possible action*) on Probationary Pay- after a brief discussion the topic was tabled for chief to gather additional information due to Safer Grant (**tabled** for discussion at a later date)
- i) Discussion (*and possible action*) on Fire District Vehicles - after a brief discussion the topic was tabled for chief to gather additional information (**tabled** for discussion at a later date)
- j) JR was provided an opportunity for the Board to go into executive session and declined. without going into full detail ... chief made certain allegations and made a recommendation to the Board. JR was given the opportunity to respond. (JN) & (DB) asked specific questions and pointed out particular actions. Discussion followed and a call was made to the medical directors to confirm consequences of not complying with certain actions and then suggested to JR that he doesn't want those to take place. As Chief has been given authority by the board to manage the day to day operations of the Fire Station and management of volunteers the board accepted the recommendation of the Chief and encouraged this to be the end of the circumstances and that the Chief and the entire district must work as a team for the benefit of the district.

REPORTS:

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

CALL TO THE PUBLIC:

Jose Asst Chief and EMT Trainer from Quartzsite Fire decided to address the Board regarding EMT raining course that one of BVFD volunteers attended. Much discussion ensued. (DB) and (JN) both feeling somewhat blindsided by the discussion and needing to gather more information tried to diplomatically discuss the topic prior to gathering that information. As it was predominately relating to a school and instructors the board was more concerned about why the Volunteers who had attended this course were being directly affected. Much more discussion was needed and topic was diplomatically ended with more discussion at a later date if needed.

BOARD MEMBER COMMENTS: John Nault none., David Bull none,

SET TIME AND DATE OF NEXT MEETING: *TUESDAY, OCT 10, 2017 5:00 PM -*

ADJOURN: BOARD MEETING 1838 HOURS (6:38 PM) - at which time the board moved into Executive Session to discuss a personel issue

Minutes taken by audio recording and transcribed on May 12, 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: _____