

Bouse Volunteer Fire District
P.O. Box 155
Bouse, Az. 85325
(928) 851-2648

Board of Directors
Doug Williams (928) 916-4416
Jack Anderson (928) 851-2109
John Nault (928) 851-5234

MINUTES OF THE BOUSE VOLUNTEER FIRE DISTRICT BOARD MEETING
SEPTEMBER 13, 2016

(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 5:07 pm.
Followed by the Pledge of Allegiance

ROLL CALL OF OFFICERS:

MEMBERS PRESENT: Doug Williams, Jack Anderson & John Nault

APPROVAL OF MINUTES: August 9, 2016 Board Meeting: John Nault made a motion to approve and accept the minutes as presented. Jack Anderson seconded the motion.
Vote Aye 3 Nay 0 Motion carried.

FINANCIAL REPORTS: Treasurer Anderson reported for August 2016 we had deposits of \$701.21 and expenses of \$7,327.17. This leaves a bank balance of \$142,531.92. There are \$265.00 in outstanding warrants yet to be cashed. These are warrants to 2 of our volunteers. Treasurer Anderson also presented the Profit & Loss – Budget vs Actual. After review, Jack Anderson made a motion to approve the financial reports as presented. John Nault seconded the motion. Vote Aye 3 Nay 0 Motion carried.

CORRESPONDENCE: Treasurer Anderson said we dropped off a copy of the Betty Hunter fire report to the probation Dept.. Chief Novak said he received a letter asking for one of our patches, which he sent.

CHIEF'S REPORT: Chief Novak reported we ran 14 calls in the month of August (5 medical calls, 4 public assists, 2 still assignments, 2 vehicle collisions, and we had 1 call where we did not respond due to no manpower available). We are at 165 calls YTD. Chief Novak said they ran a call to the Rose Acres Farms housing area and there was some confusion on an address. After the call he went out and mapped out the housing area so we have a better idea of the layout. During the inventory we had 1 missing mobile radio, it has now been found. Chief Novak attended the Chamber of commerce meeting last night and David Bull is going to assist the Fire District with the web site. Nathan Lewis (IMD) will facilitate this exchange. Chief Novak is working with Ken MscFarland (LaPaz County) on a potential grant for a larger water tender. They will also be working on other grants. Chief Novak reported the opening date for the AFG Grant is October 11, 2016. He is working on getting a grant application submitted. The LaPaz County Mutual Aid Agreement has been updated and the board was asked to review it. Red Ribbon days are approaching and Chief Novak has donate to the cause and asked other local agencies to participate in our parade on October 22, 2016 He is also ordering supplies for Fire Prevention Week and will be coordinating with the school. They are continuing to work on getting NFIRS updated.

CALL TO THE PUBLIC:

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

- A. Sale of Red pickup & Ward LaFrance Engine: **SOLD for \$1800.00** by John Nault
- B. Follow-up on AWC contract for EMT Trainees: No follow-up has been done.
Discussion Followed.
- C. Discuss repairs to floor jack: The jack has been repaired by Grower's Oil.

NEW BUSINESS, DISCUSSION AND ACTION CALENDAR: All items are listed for

Discussion/Approval/Disapproval:

A. Consent Agenda Items:

Warrant# (3481-Hughes Net \$ 112.45), (3482-Verizon Wireless \$ 106.11), (3483-Frontier \$ 129.68), (3484-APS \$ 351.43), (3485-IMD \$ 300.00), (3486-Praxair \$ 42.07), (3487-United Fire \$ 293.88), (3488-Growers Oil \$ 617.69), (3489-John Novak \$ 500.00) (3490-Ocotillo Lodge \$ 343.35), (3491-Davis Building Supply \$ 24.83), (3492-Boundtree Medical \$ 632.68), (3493-Copperpoint \$450.91), Total \$ 3,905.08

Jack Anderson made a motion to approve payment of the Consent Agenda Items. John Nault seconded the motion. Vote Aye 3 Nay 0 motion carried.

B. Payment of Pay per Shift Allowance for August 2016 in the amount of \$ 2,885.00

(6 Individuals qualifying: John Novak, Rob Lowe, Rob Lowe Jr., Cody Purcell, Donald Day and Troy Collier) Jack Anderson made a motion to approve payment of the Pay Per Shift Allowance. John Nault seconded the motion. Vote Aye 3 Nay 0 Motion carried. Treasurer Anderson said she wasn't getting all of the receipts on the credit cards. There are 4 charges on Rob Lowes's credit card where she has not receipts. This is a violation of the policy. Discussion followed. Chief Novak was instructed to take the necessary corrective action. Treasurer Anderson said she has heard that the board was no longer paying for uniforms for the volunteers. It was the collective voice of the Board that this was never talked about or discussed by the board. Discussion followed.

C. Invoice from City of Yuma for FY17 Radio Fees: Treasurer Anderson received an invoice for the annual radio maintenance. She said they were supposed to give us a credit since we had several radios turned off in September 2015. And they are not invoicing us a mobile we are using. She has called the City of Yuma several times and left messages but has not received a call back. Discussion followed. Jack Anderson made a motion to approve payment of the invoice with the adjustments noted. John Nault seconded the motion. Vote Aye 3 Nay 0 Motion carried.

D. Invoice from Sonora Quest in the amount of \$114.93: This was for a pre-employment drug screen for a volunteer. Sherrill Anderson said this was for a potential volunteer that has not turned in an application. Discussion followed. Jack Anderson made a motion to approve payment of the invoice. John Nault seconded the motion. Vote Aye 2 Nay 1 Motion carried.

E. Authorize signing of contracts with Saunders Company, LTD for FY16 financial review. Jack Anderson made a motion to authorize contracting with the Saunders Company. John Nault seconded the motion. Vote Aye 3 Nay 0 Motion carried. Chairman Williams signed the contracts.

F. Nathan Lewis (IMD) to present the new protocol on Invoicing for Treat & Release. Cost recovery for medications used. Nathan Lewis presented a program where local agencies treating patients and being able to recover their costs. There are several things they (IMD) are working on so we would be able to participate in the program and invoice AHCCCS. Discussion followed. No action taken at this time.

G. Quote from Boundtree Medical (\$2,678.05) for replacement of expired equipment. Jack Anderson made a motion to approve the quote from Boundtree Medical. John Nault seconded the motion. Vote Aye 3 Nay 0 Motion carried.

H. Purchase of Antennae for Wireless Internet System: Jack Anderson made a motion to approve the purchase. John Nault seconded the motion. Vote Aye 3 Nay 0 Motion carried.

I. Sell 1 ISI SCBA, 6 green EMS Jump Bags, 2 red EMS jump bags, Multiple small EMS equipment pouches, 3 Gall seat organizers, Galls bull horn.: Chief Novak said these were no longer used and need to be disposed of. Discussion followed. Jack Anderson made a motion to approve the selling of the items as listed, except the bullhorn, which we should keep. John Nault seconded the motion. Vote Aye 3 Nay 0 Motion carried.

J. Donate 3 beacon lights, 2 halogen flashing lights, 2 halogen spot lights, 2 obsolete MSA air packs (without masks), yellow booster line reel, and a 14' ladder to Countyline Fire Dept. Chief Novak said these were all items which we do not use anymore and or obsolete. Jack Anderson made a motion to approve the donation request. John Nault seconded the motion. Vote Aye 3 Nay 0 Motion Carried.

K. Vehicle repairs to Engine (white) - Discussion followed: John Nault said the repairs appear to be overly expensive. He would like to contact another Fire Engine mechanic to verify the labor priced quoted by Brian settles. **Tabled**

- L. Vehicle repairs to Engine (red) – **Tabled** See item K
- M. Vehicle repairs to Engine (green) – **Tabled** See item K
- N. Vehicle repairs to Tender – **Tabled** See item K
- O. Vehicle repairs to SUV – **Tabled** See item K
- P. Review of Hiring Process Jack Anderson reviewed the process that is supposed to be followed when someone wants to volunteer. We cannot shortcut the process in any case. We can fast track someone but the process has to be followed. The process is as follows: application picked up and returned completed with documents, then background, then drug and fingerprints are done and we wait on the results.
- Q. Discuss participation in the Red Ribbon week activities and approve donation in the amount of \$25 to be recognized as an event sponsor. Jack Anderson made a motion to approve the donation of \$25. John Nault seconded the motion. Vote Aye 3 Nay 0 Motion Carried.

REPORTS:

- 1. Inventory Committee: Chief Novak handed out a copy of the items to be disposed of. Jack Anderson made a motion to approve disposal of the items except those we talked about earlier. John Nault seconded the motion Vote Aye 3 Nay 0 Motion carried.
- 2. Vehicle Maintenance Committee: discussed earlier
- 3. Policy Committee: No items in process.
- 4. Building Committee: Chief Novak has been cleaning out the portion of the building where we hope to build.

CALL TO THE PUBLIC: None

BOARD MEMBER COMMENTS: None

SET TIME AND DATE OF NEXT MEETING: *TUESDAY, OCTOBER 11, 2016 5:00 PM*

ADJOURN: 7:41 PM

Minutes taken by audio recording and transcribed by Jack Anderson
 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: _____