



TIMBER MESA FIRE & MEDICAL DISTRICT

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Notice of Meeting

The Board of Directors of the Timber Mesa Fire & Medical District will meet in regular session on Monday, January 27th, 2025, at 3:00 pm. The meeting will be held at the Fire District Administrative Offices located at 3561 E. Deuce of Clubs, Show Low, Arizona. The meeting room will be accessible to the public at 2:30 pm. The Board may vote to go into executive session on any agenda item, pursuant to A.R.S. 38-431.03(A)(3) for legal advice with the District's attorney on matters as set forth in the agenda item. Board Members may attend by telephonic conference. The following topics and any variables thereto, will be subject to board consideration, discussion, approval, or other action. All items are set for possible action.

Regular Meeting Agenda

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL OF BOARD MEMBERS
4. APPROVAL OF MINUTES
 - a. Regular Session of December 16th, 2024
5. CALL TO THE PUBLIC

Consideration and discussion of comments from the public: Those wishing to address the Timber Mesa Fire and Medical District Board need not request permission in advance. The Fire District Board is not permitted to discuss or act on any item raised in the call to the public unless an item is specifically noticed for discussion and legal action. However, individual Board members may be permitted to respond to criticism directed to them. Otherwise, the Board may direct that staff review the matter or that the matter be placed on a future agenda. The Fire District Board cannot discuss or take legal action on any issue raised during the call to the public due to restrictions of the Open Meeting Law.

6. RECGONITION
 - a. Paramedic certification recognition
7. REPORTS - The governing body may not propose, discuss, deliberate, or take legal action on this matter unless that specific matter is properly identified on the agenda. Therefore, action taken as a result of a report will be limited to directing staff to study the matter or scheduling the matter for further consideration and decision at a later date.
 - a. Fire Board Report
 - b. Fire Chief's Report
 - Legislative items: HB 2124: Hospitals: Interfacility transports, HB 2197: Certificate of necessity: repeal, and HB 2661 Certificate of necessity: exemption
 - Budget Development process
 - Memorandum of Understanding with the Timber Mesa Chapter of the White Mountain Firefighters Association.
 - c. Administrative Services Report
 - Assistance to Firefighters Grant and Department of Forestry and Fire Management grant submission
 - Open Firefighter/Paramedic job posting
 - d. Operations, Medical Services, and Training Report
 - Overview of recent residential and commercial structure fires
 - Regional training with Dr. Gassaway
 - e. Prevention Report
 - Uptick in structure fire investigations in District and supporting partners
 - f. Logistics, Support Services, and Fleet Maintenance Report

ADMIN: (928) 537-5100 FAX (928) 368-5643 TRAINING: (928) 537-5123
3561 E. DEUCE OF CLUBS SHOW LOW, AZ 85901



TIMBER MESA FIRE & MEDICAL DISTRICT

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- Received a new type one ambulance
 - Ambulance milage report
 - Station 13 construction project update
8. ANNOUNCEMENTS and CORRESPONDENCE
 9. BUSINESS
 - a. **Discussion and possible action re:** December 2024, Financial Reports
 - b. **Discussion and possible action re:** Update account singers with National Bank of Arizona
 - c. **Discussion and possible action re:** Regional wildfire concerns and preparedness
 - d. **Discussion and possible action re:** Fire Chief annual performance evaluation process
 10. NEW AGENDA ITEMS
 11. ADJOURNMENT

If any person needs accommodation, please notify the Timber Mesa Fire & Medical District prior to the scheduled meeting time. A copy of the agenda background materials is provided to the Fire District Board Members (except for materials relating to possible executive session) and is available to the public at the Administrative Office of the Timber Mesa Fire & Medical District.

I, Randy Chevalier, do hereby certify that this forgoing notice was posted on or before Friday, January 24th, 2025, at 3:00 PM.

Randy Chevalier

Fire Chief, Timber Mesa Fire and Medical District



TIMBER MESA FIRE & MEDICAL DISTRICT

The regular session of the Timber Mesa Fire and Medical District was convened on December 16, 2024, at approximately 3:00 pm at the Timber Mesa Fire and Medical District Administration Building, located at 3561 East Deuce of Clubs, Show Low, AZ 85901.

BOARD MEETING

1. CALL TO ORDER

Chair Jamie Adams called the meeting to order at approximately 3:00 pm.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL OF BOARD MEMBERS

Chair Jamie Adams, Member Jim Molesa (*TEAMS*), Member Lynn Browne-Wagner, Member Joseph (Joey) MacGregor and Member Roger Brown.

4. APPROVAL OF MINUTES

a. Regular Session of November 18, 2024

Member Lynn Browne-Wagner moved to approve the Regular Session minutes from November 18, 2024, as written, and Chair Jamie Adams seconded the motion. The vote was unanimously approved, and the motion passed.

5. CALL TO THE PUBLIC

None

6. EMPLOYEE RECOGNITION

- a. Swearing in of new board members: Joseph (Joey) MacGregor and Roger Brown
- b. S&D Auto
- c. Owens Energy
- d. Life Saving Award – Station 15 C Shift use of Zoll Auto-pulse

7. REPORTS AND CORRESPONDENCE

- A. Fire Board Report – Chair Jamie Adams said he was honored to be invited to the Annual Appreciation dinner. Had an enjoyable time and thanked those that planned the event.
- B. Fire Chief's Report – Report included in the packet. Chief Chevalier gave a brief update on his meeting with Summit Healthcare. He was re-elected to serve as the NAFCA president and Chief Heisler was re-

elected as the Secretary. Attended the first Arizona Department of Insurance and Financial Institutes since being selected as a board member. Insurance coverage is a concerning topic for our area.

- C. Administrative Services Report – Report included in the packet. Chief Livermore out of the office. Community Risk Officer/PIO Trinity Guthrie gave a brief overview of the Administration report. As of December 5, the District has billed DFFM just over \$1 million dollars. She gave an update on the District's social media interactions with Chair Jamie Adams thanking her for her work.
- D. Operations, Medical Services, and Training Report – Report included in packet. Chief Heisler gave a review of a few highlights which included a small plane crash at the Show Low City airport, assisted Heber/Overgaard Fire with a fatality fire, met with Pinedale/Clay Springs Fire for an After Action Review (AAR), discussion/meeting with Dr. Johnson on IFTs, and met with Show Low Dispatch for additional training. Chair Jamie Adams asked for clarification on the IFT meeting with Chief Heisler providing additional information. Member Joey MacGregor appreciated the improved relationship with Dispatch.
- E. Prevention Report – Report included in the packet. Fire Marshal Pepper extremely happy to have Captain Lucas Guy in the Prevention Division. Captain Guy will be focusing on business inspections. FM Pepper provided assistance for two out-of-district fire investigations. Working with Navajo County and Winslow Fire to provide future trainings. Attended the recent Wildland Urban Interface (WUI) training in Tucson. Member Roger Brown asked how many investigators with FM Pepper providing the information.
- F. Logistic, Support Services and Fleet Maintenance report – Report included in the packet. Chief Clay Wood met with Speedie and Associates for the Station 13 soil testing and will moving forward with the process. Station 19 remodel is going well. Captain Gessner and Firefighter Cruze have been busy with the upgrades. The two-post lift in Fleet is functioning very well. Received notification on the ambulance that was ordered last year will be ready for delivery the first part of January.

8. ANNOUNCEMENTS and CORRESPONDENCE

- a. Arizona Fired District Association Conference – January 15-17, 2025
- b. Letter from the Attorney's office – rate increase January 1, 2025. Chief Chevalier had a discussion with Mr. Whittington with an agreement reached to moved the effective date to July 2025 to better align with the budgeting process.

9. BUSINESS

A. Discussion and Possible Action: Board Officer Elections for the Positions of Board Chair and Board Clerk per the Fire District's Board members Manual and Bylaws

Chief Chevalier referred the Board to the manual/bylaws and the terms. Chair Jamie Adams has been serving very well in his current position with members Lynn Browne-Wagner, Joey MacGregor and Roger Brown agreeing. Discussion on a two-year term for the Chair and Clerk positions.

Multiple members nominated Jamie Adams to serve as the Board Chair for the term set forth within the District Bylaws. Chair Jamie Adams said he is here to serve the Community.

Member Roger Brown moved that we elect Jamie Adams to serve as the Board Chair for the term set forth within the District Bylaws, and Member Joey MacGregor seconded the motion. The vote was unanimously approved, and the motion passed.

Chair Jamie Adams nominated Jim Molesa to serve as the Board Clerk for the term set forth within the District Bylaws. Chief Chevalier said Member Jim Molesa currently is the Chair for the PSPRS Pension Board and is doing an excellent job serving on that board.

Member Lynn Browne-Wagner moved that we elect Jim Molesa to serve as the Board Clerk for the term set forth within the District Bylaws, and Chair Jamie Adams seconded the motion. The vote was unanimously approved, and the motion passed.

B. Discussion and Possible Action: November 2024 Financial Reports

Gabe Buldra, Principal for James Vincent Group, presented the monthly financials for November 2024. The following key points were reviewed: Revenue, Expenses, Fiscal Year revenue, Year-to-date Expense and Total Cash amount. The following were included in the board packet for review: Balance sheet as of November 30, 2024, Summary of Reconciled Cash Balances as of November 30, 2024, Income Statement of Revenues and Expenditures of General Fund for November 2024, including budget to actual and year-to-date balances, Fixed Asset Additions and Disposals Schedule FY24/25, Income vs. Expenses graph for November 2024, Monthly Disbursement report, and 12-month cash flow. Revenue for the month of November is \$1,980,025 which is \$179,809 under budget. Navajo County revenue for the month is \$1,307,356 which is under budget by \$359,501. Non-levy revenue is \$672,669 which is over budget by \$179,692. Ambulance revenue is over budget by \$75,972. Wildland revenue is over budget by \$106,477. Expenses for November total \$1,909,865 which is over budget by \$36,896. Personnel Costs are over budget by \$107,549, driven by Wildland deployment costs. Managerial costs are under budget by \$46,900, driven by lower election expenses and parcel charges. Vehicles and Equipment are under budget by \$13,292, driven by timing of PPE and vehicle maintenance costs offset by grant expense for extrication tools. Fiscal Year Revenue is \$12,224,777 which is \$1,492,381 over budget. Navajo County revenue is \$308,370 under budget. Ambulance revenue is \$906,948 over budget. Wildland revenue is \$742,108 over budget. YTD expense is \$8,179,877 which is \$159,506 over budget. Total Cash for November is \$9,255,143 which is \$1,897,178 higher compared to November 2023. Chief Chevalier informed the Board that early February 2025, the County will have the assessed valuations available, and the District budget process will begin. The budget requests have been sent to all employees to submit through their chain of command. Chief Chevalier thanked the Operations for meeting the goal to collect \$600,000 in Wildland revenue. Member Joey MacGregor asked for clarification on the Income and Expense by Month chart with Mr. Buldra providing the additional information. Mr. Buldra asked if there were any additional questions. There were no questions from the Board.

Chair Jamie Adams moved that we approve the financial reports for the month of November 2024 as presented, and Member Roger Brown seconded the motion. The vote was unanimously approved, and the motion passed.

10. NEW AGENDA ITEMS

None listed

11. ADJOURNMENT

Thereafter, Chair Jamie Adams declared the public session adjourned at approximately 4:08 pm.

Board Clerk

Date



TIMBER MESA FIRE & MEDICAL DISTRICT

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Fire Chief's Report to the Fire District Board of Directors December 2024/January 2025

Legislative items: The Arizona Fire Districts Association (AFDA) executive director John Flynn sends a weekly legislative update. I will touch base with each board member to ensure they are receiving these updates. There are several bills that may affect the fire service. AFDA and several Fire Districts across the state have heavy concerns about HB 2124: Hospitals: Interfacility transports, HB 2197: Certificate of necessity: repeal, and HB 2661 Certificate of necessity: exemption.

Budget development: It is that time of year again for budget development. Chief Livermore has notified the organization that budget requests are due in mid-February. We will receive our Assessed Valuation number from the County by February 10th. There will be a high-level budget overview in February to discussion revenue and capital improvement plan, focused presentation in March on expected revenue, presentation in April on project expenditures, tentative budget adoption in May and budget adoption in June.

Memorandum of Understanding (MOU): The current MOU between the Fire District and the White Mountain Firefighters Association, Timber Mesa Chapter, is set to expire in June of 2025. Labor and Management have been working together on the latest revision of the MOU. The timeline for the possible approval of the MOU will fall in line with the budget development process. The new Chapter Vice-President for the Timber Mesa Chapter is Firefighter Dustin Barth. I am looking forward to working with Dustin on the revision of the MOU.

Arizona Department of Insurance and Financial Institutes: Attended and represented the Arizona Fire Districts Association at the January 8th council meeting. I gave a presentation on fire districts and various mitigation efforts that take place across the state. Next meeting is February 4th. The fire service will be going into further detail on mitigation efforts.

Arizona Fire District Association Conference: Three board members, several staff members and I attended the winter conference in Laughlin. The conference was well attended and provided a great opportunity for education and networking.

Western Fire Chiefs Ignite Conference: I will be attending the Ignite Conference February 12th and 13th in Las Vegas, NV. This will provide an opportunity to learn and network with Chiefs from across the Western US.

Thank you,
Randy Chevalier – Fire Chief

ADMIN: (928) 537-5100 FAX (928) 368-5643 TRAINING: (928) 537-5123
3561 E. DEUCE OF CLUBS SHOW LOW, AZ 85901

PREFILED JAN 13 2025

REFERENCE TITLE: hospitals; interfacility transport

State of Arizona
House of Representatives
Fifty-seventh Legislature
First Regular Session
2025

HB 2124

Introduced by
Representatives Willoughby: Biasiucci, Carbone, Kupper

AN ACT

AMENDING SECTIONS 36-2201 AND 36-2233, ARIZONA REVISED STATUTES; RELATING
TO EMERGENCY MEDICAL SERVICES.

(TEXT OF BILL BEGINS ON NEXT PAGE)

1 Be it enacted by the Legislature of the State of Arizona:

2 Section 1. Section 36-2201, Arizona Revised Statutes, is amended to
3 read:

4 36-2201. Definitions

5 In this chapter, unless the context otherwise requires:

6 1. "Administrative medical direction" means supervision of
7 emergency medical care technicians by a base hospital medical director,
8 administrative medical director or basic life support medical director.
9 For the purposes of this paragraph, "administrative medical director"
10 means a physician who is licensed pursuant to title 32, chapter 13 or 17
11 and who provides direction within the emergency medical services and
12 trauma system.

13 2. "Advanced emergency medical technician" means a person who has
14 been trained in an advanced emergency medical technician program certified
15 by the director or in an equivalent training program and who is certified
16 by the director to render services pursuant to section 36-2205.

17 3. "Advanced life support" means the level of assessment and care
18 identified in the scope of practice approved by the director for the
19 advanced emergency medical technician, emergency medical technician I-99
20 and paramedic.

21 4. "Advanced life support base hospital" means a health care
22 institution that offers general medical and surgical services, that is
23 certified by the director as an advanced life support base hospital and
24 that is affiliated by written agreement with a licensed ambulance service,
25 municipal rescue service, fire department, fire district or health
26 services district for medical direction, evaluation and control of
27 emergency medical care technicians.

28 5. "Ambulance":

29 (a) Means any publicly or privately owned surface, water or air
30 vehicle, including a helicopter, that contains a stretcher and necessary
31 medical equipment and supplies pursuant to section 36-2202 and that is
32 especially designed and constructed or modified and equipped to be used,
33 maintained or operated primarily to transport individuals who are sick,
34 injured or wounded or who require medical monitoring or aid.

35 (b) Does not include a surface vehicle that is owned and operated
36 by a private sole proprietor, partnership, private corporation or
37 municipal corporation for the emergency transportation and in-transit care
38 of its employees or a vehicle that is operated to accommodate an
39 incapacitated person or person with a disability who does not require
40 medical monitoring, care or treatment during transport and that is not
41 advertised as having medical equipment and supplies or ambulance
42 attendants.

- 1 6. "Ambulance attendant" means any of the following:
- 2 (a) An emergency medical technician, an advanced emergency medical
- 3 technician, an emergency medical technician I-99 or a paramedic whose
- 4 primary responsibility is the care of patients in an ambulance and who
- 5 meets the standards and criteria adopted pursuant to section 36-2204.
- 6 (b) An emergency medical responder who is employed by an ambulance
- 7 service operating under section 36-2202 and whose primary responsibility
- 8 is driving an ambulance.
- 9 (c) A physician who is licensed pursuant to title 32, chapter 13
- 10 or 17.
- 11 (d) A professional nurse who is licensed pursuant to title 32,
- 12 chapter 15 and who meets the state board of nursing criteria to care for
- 13 patients in the prehospital care system.
- 14 (e) A professional nurse who is licensed pursuant to title 32,
- 15 chapter 15 and whose primary responsibility is the care of patients in an
- 16 ambulance during an interfacility transport.
- 17 7. "Ambulance service" means a person who owns and operates one or
- 18 more ambulances.
- 19 8. "Basic life support" means the level of assessment and care
- 20 identified in the scope of practice approved by the director for the
- 21 emergency medical responder and emergency medical technician.
- 22 9. "Bureau" means the bureau of emergency medical services and
- 23 trauma system in the department.
- 24 10. "Centralized medical direction communications center" means a
- 25 facility that is housed within a hospital, medical center or trauma center
- 26 or a freestanding communication center that meets the following criteria:
- 27 (a) Has the ability to communicate with ambulance services and
- 28 emergency medical services providers rendering patient care outside of the
- 29 hospital setting via radio and telephone.
- 30 (b) Is staffed twenty-four hours a day seven days a week by at
- 31 least a physician licensed pursuant to title 32, chapter 13 or 17.
- 32 11. "Certificate of necessity" means a certificate that is issued
- 33 to an ambulance service by the department and that describes the
- 34 following:
- 35 (a) The service area.
- 36 (b) The level of service.
- 37 (c) The type of service.
- 38 (d) The hours of operation.
- 39 (e) The effective date.
- 40 (f) The expiration date.
- 41 (g) The legal name and address of the ambulance service.
- 42 (h) The any limiting or special provisions the director prescribes.
- 43 12. "Council" means the emergency medical services council.
- 44 13. "Department" means the department of health services.

1 14. "Director" means the director of the department of health
2 services.

3 15. "DIRECT OWNER" MEANS A PERSON THAT HAS AN OWNERSHIP OR CONTROL
4 INTEREST IN A HOSPITAL TOTALING FIFTY-ONE PERCENT OR MORE.

5 ~~15.~~ 16. "Emergency medical care technician" means an individual
6 who has been certified by the department as an emergency medical
7 technician, an advanced emergency medical technician, an emergency medical
8 technician I-99 or a paramedic.

9 ~~16.~~ 17. "Emergency medical responder" as an ambulance attendant,
10 whose primary responsibility is driving an ambulance, means a person who
11 has successfully completed training in an emergency medical responder
12 program that is certified by the director or is approved by the emergency
13 medical services provider's administrative medical director on file with
14 the department or in an equivalent training program.

15 ~~17.~~ 18. "Emergency medical responder program" means a program that
16 has been submitted for review by the department and includes at least the
17 following:

- 18 (a) Emergency vehicle driver training.
19 (b) Cardiopulmonary resuscitation certification.
20 (c) Automated external defibrillator training.
21 (d) Training in the use of noninvasive diagnostic devices,
22 including blood glucose monitors and pulse oximeters.
23 (e) Training on obtaining a patient's vital signs, including blood
24 pressure, pulse and respiratory rate.

25 ~~18.~~ 19. "Emergency medical services" means those services required
26 following an accident or an emergency medical situation:

- 27 (a) For on-site emergency medical care.
28 (b) To transport the sick or injured by a licensed ground or air
29 ambulance.
30 (c) In using emergency communications media.
31 (d) In using emergency receiving facilities.
32 (e) In administering initial care and preliminary treatment
33 procedures by emergency medical care technicians.

34 ~~19.~~ 20. "Emergency medical services provider" means any
35 governmental entity, quasi-governmental entity or corporation whether
36 public or private that renders emergency medical services in this state.

37 ~~20.~~ 21. "Emergency medical technician" means a person who has been
38 trained in an emergency medical technician program certified by the
39 director or in an equivalent training program and who is certified by the
40 director as qualified to render services pursuant to section 36-2205.

41 ~~21.~~ 22. "Emergency receiving facility" means a licensed health
42 care institution that offers emergency medical services, is staffed
43 twenty-four hours a day and has a physician on call.

44 ~~22.~~ 23. "Fit and proper" means that the director determines that
45 an applicant for a certificate of necessity, A HOSPITAL PROVIDING

1 INTERFACILITY TRANSPORT or a certificate holder has the expertise,
2 integrity, fiscal competence and resources to provide ambulance service in
3 the service area.

4 24. "HOSPITAL" MEANS A CLASS OF HEALTH CARE INSTITUTION AS DEFINED
5 IN SECTION 36-401 THAT, THROUGH AN ORGANIZED MEDICAL STAFF, PROVIDES
6 INPATIENT BEDS, MEDICAL SERVICES, CONTINUOUS NURSING SERVICES AND
7 DIAGNOSES OR TREATMENT, OR BOTH, TO A PATIENT.

8 25. "INDIRECT OWNER":

9 (a) MEANS A PERSON THAT HAS AN OWNERSHIP OR CONTROL INTEREST IN A
10 DIRECT OWNER TOTALING FIFTY-ONE PERCENT OR MORE.

11 (b) INCLUDES AN OWNERSHIP OR CONTROL INTEREST IN AN INDIRECT OWNER
12 TOTALING FIFTY-ONE PERCENT OR MORE AND A COMBINATION OF DIRECT OWNERSHIP
13 AND INDIRECT OWNERSHIP OR CONTROL INTERESTS TOTALING FIFTY-ONE PERCENT OR
14 MORE IN THE HOSPITAL.

15 26. "INTERFACILITY TRANSPORT" MEANS AN AMBULANCE TRANSPORT OF A
16 PATIENT FROM ONE HEALTH CARE INSTITUTION TO ANOTHER HEALTH CARE
17 INSTITUTION AS DEFINED IN SECTION 36-401.

18 ~~23.~~ 27. "Medical record" means any patient record, including
19 clinical records, prehospital care records, medical reports, laboratory
20 reports and statements, any file, film, record or report or oral
21 statements relating to diagnostic findings, treatment or outcome of
22 patients, whether written, electronic or recorded, and any information
23 from which a patient or the patient's family might be identified.

24 ~~24.~~ 28. "National certification organization" means a national
25 organization that tests and certifies the ability of an emergency medical
26 care technician and whose tests are based on national education standards.

27 ~~25.~~ 29. "National education standards" means the emergency medical
28 services education standards of the United States department of
29 transportation or other similar emergency medical services education
30 standards developed by that department or its successor agency.

31 ~~26.~~ 30. "Paramedic" means a person who has been trained in a
32 paramedic program certified by the director or in an equivalent training
33 program and who is certified by the director to render services pursuant
34 to section 36-2205.

35 ~~27.~~ 31. "Physician" means any person licensed pursuant to title
36 32, chapter 13 or 17.

37 ~~28.~~ 32. "Police dog":

38 (a) Means a specially trained dog that is owned or used by a law
39 enforcement department or agency of this state or any political
40 subdivision of this state and that is used in the course of the
41 department's or agency's official work.

42 (b) Includes a search and rescue dog, service dog, accelerant
43 detection canine or other dog that is in use by the law enforcement
44 department or agency for official duties.

~~29.~~ 33. "Stretcher van" means a vehicle that contains a stretcher and that is operated to accommodate an incapacitated person or person with a disability who does not require medical monitoring, aid, care or treatment during transport.

~~30.~~ 34. "Suboperation station" means a physical facility or location at which an ambulance service conducts operations for the dispatch of ambulances and personnel and that may be staffed twenty-four hours a day or less as determined by system use.

~~31.~~ 35. "Trauma center" means any acute care hospital that provides in-house twenty-four-hour daily dedicated trauma surgical services that is designated pursuant to section 36-2225.

~~32.~~ 36. "Trauma registry" means data collected by the department on trauma patients and on the incidence, causes, severity, outcomes and operation of a trauma system and its components.

~~33.~~ 37. "Trauma system" means an integrated and organized arrangement of health care resources having the specific capability to perform triage, transport and provide care.

~~34.~~ 38. "Validated testing procedure" means a testing procedure that includes practical skills, or attests practical skills proficiency on a form developed by the department by the educational training program, identified pursuant to section 36-2204, paragraph 2, that is certified as valid by an organization capable of determining testing procedure and testing content validity and that is recommended by the medical direction commission and the emergency medical services council before the director's approval.

~~35.~~ 39. "Wheelchair van" means a vehicle that contains or that is designed and constructed or modified to contain a wheelchair and that is operated to accommodate an incapacitated person or person with a disability who does not require medical monitoring, aid, care or treatment during transport.

Sec. 2. Section 36-2233, Arizona Revised Statutes, is amended to read:

36-2233. Certificate of necessity to operate an ambulance service; notification of interested parties; exceptions; service areas

A. Any person wishing to operate an ambulance service in this state shall apply to the department on a form prescribed by the director for a certificate of necessity.

B. Within one hundred eighty days after receiving an application for a certificate of necessity as prescribed in this section, the director shall make a determination based on whether necessity for the ambulance service is found to exist and the applicant meets the requirements of subsection F of this section. If the director requests additional information from the applicant after initial review, the applicant shall have thirty business days to respond. On request, the director may give

1 the applicant one additional period of thirty business days to respond.
 2 If the applicant fails to respond to the director's request for additional
 3 information, the department shall deem the initial or amended application
 4 withdrawn. An application deemed withdrawn is not an appealable agency
 5 action pursuant to title 41, chapter 6, article 10. The applicant may
 6 appeal a denial only pursuant to section 36-2234. The one hundred
 7 eighty-day period for the director to make the determination of necessity
 8 does not include the time the applicant uses to respond to requests for
 9 additional information.

10 C. On receipt of an initial or amended application for a
 11 certificate of necessity, the department shall post a notice of the
 12 application on its website. Within thirty days after the department posts
 13 a notice pursuant to this subsection, any interested party may provide
 14 information to the director on a form in a department-approved format for
 15 consideration. If an interested party fails to respond to the notice
 16 within sixty days in a department-approved format, the information may not
 17 be considered during the review of the application.

18 D. For the purposes of this section, a city, town, fire district,
 19 fire authority or tribal government whose jurisdictional boundaries in
 20 whole or in part are within the service area of a certificate of
 21 necessity, an existing certificate of necessity holder within the service
 22 area of the certificate of necessity or a hospital that is licensed
 23 pursuant to chapter 4 of this title and that is located within the service
 24 area of a certificate of necessity is considered to be an interested party
 25 as a matter of law.

26 E. All interested parties shall be notified of any application for
 27 an initial or amended certificate of necessity within fifteen days after
 28 the application is filed, within fifteen days after the application is
 29 complete and within fifteen days after a decision by the director. The
 30 director's decision pursuant to subsection F of this section is final
 31 unless appealed pursuant to section 36-2234, subsection A.

32 F. The director shall issue a certificate of necessity if all of
 33 the following apply:

34 1. The director finds that public necessity requires the service or
 35 any part of the service proposed by the applicant.

36 2. The director finds that the applicant is fit and proper to
 37 provide the service.

38 3. The applicant has paid the appropriate fees pursuant to section
 39 36-2240.

40 4. The applicant has filed a surety bond pursuant to section
 41 36-2237.

42 G. A certificate of necessity issued pursuant to subsection F of
 43 this section shall be for all or part of the service proposed by the
 44 applicant as determined necessary by the director for public convenience
 45 and necessity.

- 1 H. This section does not require a certificate of necessity for:
- 2 1. Vehicles and persons that are exempt from a certificate of
- 3 registration pursuant to section 36-2217.
- 4 2. Ambulance services operating under temporary authority pursuant
- 5 to section 36-2242.
- 6 3. AMBULANCE SERVICES OWNED OR OPERATED BY A DIRECT OWNER OR
- 7 INDIRECT OWNER OF A HOSPITAL FOR INTERFACILITY TRANSPORTS. ALL RULES
- 8 ADOPTED BY THE DEPARTMENT PURSUANT TO THIS CHAPTER RELATING TO
- 9 INTERFACILITY TRANSPORTATION APPLY TO A DIRECT OWNER OR INDIRECT OWNER OF
- 10 A HOSPITAL THAT OPERATES AN AMBULANCE SERVICE FOR INTERFACILITY TRANSPORT.
- 11 I. The director may grant a service area by one or any combination
- 12 of the following descriptions:
- 13 1. Metes and bounds.
- 14 2. A city, town or political subdivision not limited to a specific
- 15 date. The merger or consolidation of two or more fire districts pursuant
- 16 to section 48-820 or 48-822 does not expand the service area boundaries of
- 17 an existing certificate of necessity.
- 18 3. A city, town or political subdivision as of a specific date that
- 19 does not include annexation.

REFERENCE TITLE: **certificate of necessity; repeal**

State of Arizona
House of Representatives
Fifty-seventh Legislature
First Regular Session
2025

HB 2197

Introduced by
Representatives Willoughby: Biasiucci, Carbone

AN ACT

REPEALING SECTIONS 36-2233, 36-2235, 36-2236, 36-2237, 36-2238, 36-2246
AND 36-2247, ARIZONA REVISED STATUTES; RELATING TO EMERGENCY MEDICAL
SERVICES.

(TEXT OF BILL BEGINS ON NEXT PAGE)

1 Be it enacted by the Legislature of the State of Arizona:

2 Section 1. Delayed repeal

3 Sections 36-2233, 36-2235, 36-2236, 36-2237, 36-2238, 36-2246 and
4 36-2247, Arizona Revised Statutes, are repealed from and after September
5 30, 2027.

6 Sec. 2. Conforming legislation

7 The legislative council staff shall prepare proposed legislation
8 conforming the Arizona Revised Statutes to the provisions of this act for
9 consideration in the fifty-seventh legislature, second regular session.

REFERENCE TITLE: certificates of necessity; exemption

State of Arizona
House of Representatives
Fifty-seventh Legislature
First Regular Session
2025

HB 2661

Introduced by
Representative Willoughby

AN ACT

AMENDING SECTIONS 36-2201 AND 36-2233, ARIZONA REVISED STATUTES; RELATING
TO EMERGENCY MEDICAL SERVICES.

(TEXT OF BILL BEGINS ON NEXT PAGE)

1 Be it enacted by the Legislature of the State of Arizona:

2 Section 1. Section 36-2201, Arizona Revised Statutes, is amended to
3 read:

4 36-2201. Definitions

5 In this chapter, unless the context otherwise requires:

6 1. "Administrative medical direction" means supervision of
7 emergency medical care technicians by a base hospital medical director,
8 administrative medical director or basic life support medical director.
9 For the purposes of this paragraph, "administrative medical director"
10 means a physician who is licensed pursuant to title 32, chapter 13 or 17
11 and who provides direction within the emergency medical services and
12 trauma system.

13 2. "Advanced emergency medical technician" means a person who has
14 been trained in an advanced emergency medical technician program certified
15 by the director or in an equivalent training program and who is certified
16 by the director to render services pursuant to section 36-2205.

17 3. "Advanced life support" means the level of assessment and care
18 identified in the scope of practice approved by the director for the
19 advanced emergency medical technician, emergency medical technician I-99
20 and paramedic.

21 4. "Advanced life support base hospital" means a health care
22 institution that offers general medical and surgical services, that is
23 certified by the director as an advanced life support base hospital and
24 that is affiliated by written agreement with a licensed ambulance service,
25 municipal rescue service, fire department, fire district or health
26 services district for medical direction, evaluation and control of
27 emergency medical care technicians.

28 5. "Ambulance":

29 (a) Means any publicly or privately owned surface, water or air
30 vehicle, including a helicopter, that contains a stretcher and necessary
31 medical equipment and supplies pursuant to section 36-2202 and that is
32 especially designed and constructed or modified and equipped to be used,
33 maintained or operated primarily to transport individuals who are sick,
34 injured or wounded or who require medical monitoring or aid.

35 (b) Does not include a surface vehicle that is owned and operated
36 by a private sole proprietor, partnership, private corporation or
37 municipal corporation for the emergency transportation and in-transit care
38 of its employees or a vehicle that is operated to accommodate an
39 incapacitated person or person with a disability who does not require
40 medical monitoring, care or treatment during transport and that is not
41 advertised as having medical equipment and supplies or ambulance
42 attendants.

1 6. "Ambulance attendant" means any of the following:

2 (a) An emergency medical technician, an advanced emergency medical
3 technician, an emergency medical technician I-99 or a paramedic whose
4 primary responsibility is the care of patients in an ambulance and who
5 meets the standards and criteria adopted pursuant to section 36-2204.

6 (b) An emergency medical responder who is employed by an ambulance
7 service operating under section 36-2202 and whose primary responsibility
8 is driving an ambulance.

9 (c) A physician who is licensed pursuant to title 32, chapter 13
10 or 17.

11 (d) A professional nurse who is licensed pursuant to title 32,
12 chapter 15 and who meets the state board of nursing criteria to care for
13 patients in the prehospital care system.

14 (e) A professional nurse who is licensed pursuant to title 32,
15 chapter 15 and whose primary responsibility is the care of patients in an
16 ambulance during an interfacility transport.

17 7. "Ambulance service" means a person who owns and operates one or
18 more ambulances.

19 8. "Basic life support" means the level of assessment and care
20 identified in the scope of practice approved by the director for the
21 emergency medical responder and emergency medical technician.

22 9. "Bureau" means the bureau of emergency medical services and
23 trauma system in the department.

24 10. "Centralized medical direction communications center" means a
25 facility that is housed within a hospital, medical center or trauma center
26 or a freestanding communication center that meets the following criteria:

27 (a) Has the ability to communicate with ambulance services and
28 emergency medical services providers rendering patient care outside of the
29 hospital setting via radio and telephone.

30 (b) Is staffed twenty-four hours a day seven days a week by at
31 least a physician licensed pursuant to title 32, chapter 13 or 17.

32 11. "Certificate of necessity" means a certificate that is issued
33 to an ambulance service by the department and that describes the
34 following:

35 (a) The service area.

36 (b) The level of service.

37 (c) The type of service.

38 (d) The hours of operation.

39 (e) The effective date.

40 (f) The expiration date.

41 (g) The legal name and address of the ambulance service.

42 (h) The any limiting or special provisions the director prescribes.

43 12. "Council" means the emergency medical services council.

44 13. "Department" means the department of health services.

1 14. "Director" means the director of the department of health
2 services.

3 15. "DIRECT OWNER" HAS THE SAME MEANING PRESCRIBED IN SECTION
4 36-401.

5 ~~15.~~ 16. "Emergency medical care technician" means an individual
6 who has been certified by the department as an emergency medical
7 technician, an advanced emergency medical technician, an emergency medical
8 technician I-99 or a paramedic.

9 ~~16.~~ 17. "Emergency medical responder" as an ambulance attendant,
10 whose primary responsibility is driving an ambulance, means a person who
11 has successfully completed training in an emergency medical responder
12 program that is certified by the director or is approved by the emergency
13 medical services provider's administrative medical director on file with
14 the department or in an equivalent training program.

15 ~~17.~~ 18. "Emergency medical responder program" means a program that
16 has been submitted for review by the department and includes at least the
17 following:

- 18 (a) Emergency vehicle driver training.
19 (b) Cardiopulmonary resuscitation certification.
20 (c) Automated external defibrillator training.
21 (d) Training in the use of noninvasive diagnostic devices,
22 including blood glucose monitors and pulse oximeters.
23 (e) Training on obtaining a patient's vital signs, including blood
24 pressure, pulse and respiratory rate.

25 ~~18.~~ 19. "Emergency medical services" means those services required
26 following an accident or an emergency medical situation:

- 27 (a) For on-site emergency medical care.
28 (b) To transport the sick or injured by a licensed ground or air
29 ambulance.
30 (c) In using emergency communications media.
31 (d) In using emergency receiving facilities.
32 (e) In administering initial care and preliminary treatment
33 procedures by emergency medical care technicians.

34 ~~19.~~ 20. "Emergency medical services provider" means any
35 governmental entity, quasi-governmental entity or corporation whether
36 public or private that renders emergency medical services in this state.

37 ~~20.~~ 21. "Emergency medical technician" means a person who has been
38 trained in an emergency medical technician program certified by the
39 director or in an equivalent training program and who is certified by the
40 director as qualified to render services pursuant to section 36-2205.

41 ~~21.~~ 22. "Emergency receiving facility" means a licensed health
42 care institution that offers emergency medical services, is staffed
43 twenty-four hours a day and has a physician on call.

44 ~~22.~~ 23. "Fit and proper" means that the director determines that
45 an applicant for a certificate of necessity or a certificate holder has

the expertise, integrity, fiscal competence and resources to provide ambulance service in the service area.

~~24.~~ "INDIRECT OWNER" HAS THE SAME MEANING PRESCRIBED IN SECTION 36-401.

~~25.~~ "INTRAFACILITY TRANSPORT" MEANS AN AMBULANCE TRANSPORT OF A PATIENT FROM ONE HEALTH CARE INSTITUTION TO ANOTHER HEALTH CARE INSTITUTION AS DEFINED IN SECTION 36-401 AND THE HEALTH CARE INSTITUTIONS HAVE THE SAME DIRECT OWNER OR INDIRECT OWNER.

~~23.~~ 26. "Medical record" means any patient record, including clinical records, prehospital care records, medical reports, laboratory reports and statements, any file, film, record or report or oral statements relating to diagnostic findings, treatment or outcome of patients, whether written, electronic or recorded, and any information from which a patient or the patient's family might be identified.

~~24.~~ 27. "National certification organization" means a national organization that tests and certifies the ability of an emergency medical care technician and whose tests are based on national education standards.

~~25.~~ 28. "National education standards" means the emergency medical services education standards of the United States department of transportation or other similar emergency medical services education standards developed by that department or its successor agency.

~~26.~~ 29. "Paramedic" means a person who has been trained in a paramedic program certified by the director or in an equivalent training program and who is certified by the director to render services pursuant to section 36-2205.

~~27.~~ 30. "Physician" means any person licensed pursuant to title 32, chapter 13 or 17.

~~28.~~ 31. "Police dog":

(a) Means a specially trained dog that is owned or used by a law enforcement department or agency of this state or any political subdivision of this state and that is used in the course of the department's or agency's official work.

(b) Includes a search and rescue dog, service dog, accelerant detection canine or other dog that is in use by the law enforcement department or agency for official duties.

~~29.~~ 32. "Stretcher van" means a vehicle that contains a stretcher and that is operated to accommodate an incapacitated person or person with a disability who does not require medical monitoring, aid, care or treatment during transport.

~~30.~~ 33. "Suboperation station" means a physical facility or location at which an ambulance service conducts operations for the dispatch of ambulances and personnel and that may be staffed twenty-four hours a day or less as determined by system use.

~~31.~~ 34. "Trauma center" means any acute care hospital that provides in-house twenty-four-hour daily dedicated trauma surgical services that is designated pursuant to section 36-2225.

~~32.~~ 35. "Trauma registry" means data collected by the department on trauma patients and on the incidence, causes, severity, outcomes and operation of a trauma system and its components.

~~33.~~ 36. "Trauma system" means an integrated and organized arrangement of health care resources having the specific capability to perform triage, transport and provide care.

~~34.~~ 37. "Validated testing procedure" means a testing procedure that includes practical skills, or attests practical skills proficiency on a form developed by the department by the educational training program, identified pursuant to section 36-2204, paragraph 2, that is certified as valid by an organization capable of determining testing procedure and testing content validity and that is recommended by the medical direction commission and the emergency medical services council before the director's approval.

~~35.~~ 38. "Wheelchair van" means a vehicle that contains or that is designed and constructed or modified to contain a wheelchair and that is operated to accommodate an incapacitated person or person with a disability who does not require medical monitoring, aid, care or treatment during transport.

Sec. 2. Section 36-2233, Arizona Revised Statutes, is amended to read:

36-2233. Certificate of necessity to operate an ambulance service; notification of interested parties; exceptions; service areas

A. Any person wishing to operate an ambulance service in this state shall apply to the department on a form prescribed by the director for a certificate of necessity.

B. Within one hundred eighty days after receiving an application for a certificate of necessity as prescribed in this section, the director shall make a determination based on whether necessity for the ambulance service is found to exist and the applicant meets the requirements of subsection F of this section. If the director requests additional information from the applicant after initial review, the applicant shall have thirty business days to respond. On request, the director may give the applicant one additional period of thirty business days to respond. If the applicant fails to respond to the director's request for additional information, the department shall deem the initial or amended application withdrawn. An application deemed withdrawn is not an appealable agency action pursuant to title 41, chapter 6, article 10. The applicant may appeal a denial only pursuant to section 36-2234. The one hundred eighty-day period for the director to make the determination of necessity

1 does not include the time the applicant uses to respond to requests for
2 additional information.

3 C. On receipt of an initial or amended application for a
4 certificate of necessity, the department shall post a notice of the
5 application on its website. Within thirty days after the department posts
6 a notice pursuant to this subsection, any interested party may provide
7 information to the director on a form in a department-approved format for
8 consideration. If an interested party fails to respond to the notice
9 within sixty days in a department-approved format, the information may not
10 be considered during the review of the application.

11 D. For the purposes of this section, a city, town, fire district,
12 fire authority or tribal government whose jurisdictional boundaries in
13 whole or in part are within the service area of a certificate of
14 necessity, an existing certificate of necessity holder within the service
15 area of the certificate of necessity or a hospital that is licensed
16 pursuant to chapter 4 of this title and that is located within the service
17 area of a certificate of necessity is considered to be an interested party
18 as a matter of law.

19 E. All interested parties shall be notified of any application for
20 an initial or amended certificate of necessity within fifteen days after
21 the application is filed, within fifteen days after the application is
22 complete and within fifteen days after a decision by the director. The
23 director's decision pursuant to subsection F of this section is final
24 unless appealed pursuant to section 36-2234, subsection A.

25 F. The director shall issue a certificate of necessity if all of
26 the following apply:

27 1. The director finds that public necessity requires the service or
28 any part of the service proposed by the applicant.

29 2. The director finds that the applicant is fit and proper to
30 provide the service.

31 3. The applicant has paid the appropriate fees pursuant to section
32 36-2240.

33 4. The applicant has filed a surety bond pursuant to section
34 36-2237.

35 G. A certificate of necessity issued pursuant to subsection F of
36 this section shall be for all or part of the service proposed by the
37 applicant as determined necessary by the director for public convenience
38 and necessity.

39 H. This section does not require a certificate of necessity for:

40 1. Vehicles and persons that are exempt from a certificate of
41 registration pursuant to section 36-2217.

42 2. Ambulance services operating under temporary authority pursuant
43 to section 36-2242.

44 3. AMBULANCE SERVICES THAT ARE OWNED OR OPERATED BY A DIRECT OWNER
45 OR INDIRECT OWNER OF A HEALTH CARE INSTITUTION AS DEFINED IN SECTION

1 36-401 FOR INTRAFACILITY TRANSPORTS FOR THE PURPOSES OF CONTINUITY OF
2 CARE, RESOURCE ALLOCATION OR SPECIALIZED TREATMENT.

3 I. The director may grant a service area by one or any combination
4 of the following descriptions:

5 1. Metes and bounds.

6 2. A city, town or political subdivision not limited to a specific
7 date. The merger or consolidation of two or more fire districts pursuant
8 to section 48-820 or 48-822 does not expand the service area boundaries of
9 an existing certificate of necessity.

10 3. A city, town or political subdivision as of a specific date that
11 does not include annexation.



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Administration Summary

January 2025

Projects and Performance:

- 438 phone calls were received in the month of December.
- AFG cycle closed December 20th
 - Apparatus grant – Ladder Truck
 - Equipment – Radios
 - Regional – Mechanical CPR devices (TMFMD, HOFD, TSFD, PDCS, PFD)
- Submitted for DFFM grant funds last week – seeking funds for a type 3 apparatus.
- We have started sending employees to Vincere for AFG funded cancer screenings
- Transition to the PFFA Healthcare Trust is complete.
- We opened FF/CEP testing – closes February 7th Inviting lateral FF/medics
- As of January 21, 2025, we have billed DFFM almost \$1.1 million dollars for wildland expenses
- Trinity spent a day with the Community Outreach/PIO team at Northwest Fire District to gain insight from an agency that has been doing community outreach very effectively.
- Chief Livermore assisted with the accreditation process for Joint Bases San Antonio Fire and Emergency Services, as part of a peer site assessment team.
- Robyn attended a GFOA continuing education day in Phoenix and was introduced to several processes that improve efficiency.
- Josh, JD, and Jo all attended the winter AFDA conference in Laughlin.

Community Outreach

Number of posts – 26

Instagram Stats

Followers – 4,645 (53 new)

Views – 21.2k (up 32.6%)

Reach – 6.2K (up 98.5%)

Content Interactions – 1.6k (up 5.4%)

Facebook

Followers – 14,174 (84 new)

Views – 204.3k (up 22%)

Content Interactions – 3.8k (up 19.2%)

Events attended/Community involvement

- Multiple station tours

ADMIN: (928) 537-5100 FAX (928) 368-5643 TRAINING: (928) 537-5123
3561 E. DEUCE OF CLUBS SHOW LOW, AZ 85901



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December 2024 Operations Summary

Highlights

- Structure fire at Sal and Teresas on Woodland Lake Rd.
- 1st alarm medical MVA with 1 fatality at McNeil and the Deuce.
- First alarm structure fire In Snowflake 2nd Structure Fire in Snowflake while in Snowflake Structure fire in Summer Pines toned out.
- Regional training with Dr. Gassway

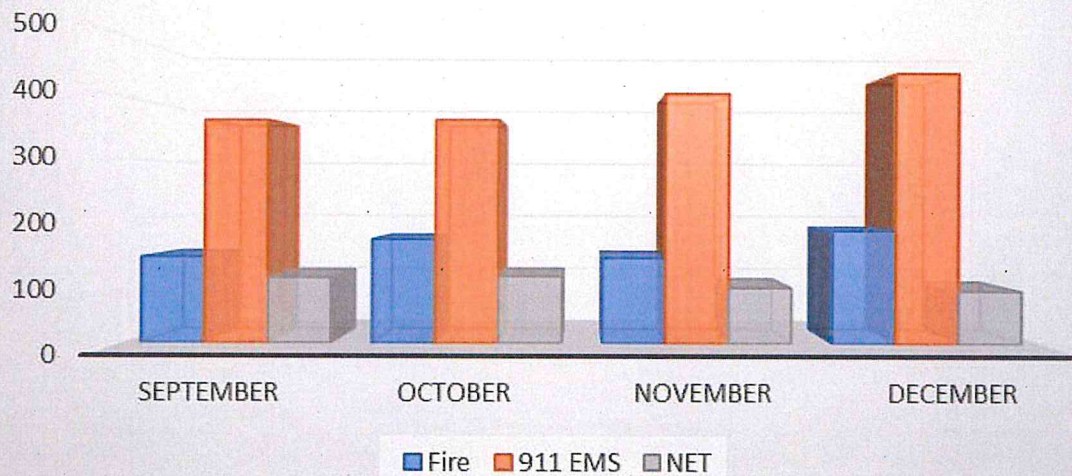
TMFMD Response Statistics - December 2024				
Incident Type	Dec-24	Dec-23	2024 Totals	2023 Totals
Structure Fires	13	1	46	23
Non-Structure Fires	5	2	101	90
Explosions	2	0	3	0
Hazardous Conditions	54	4	130	112
Service Calls	33	41	644	583
Good Intent	59	55	635	645
False Alarms	18	22	188	172
Severe Weather	0	0	4	0
Special Incident	0	1	4	7
Other	0	1	42	137
All Fire Incidents	184	127	1797	1769
911 EMS Responses	441	388	4645	4422
MVA with Injury	14	10	155	173
MVA without Injury	9	14	131	167
In-Town NET	37	48	110	564
Out of Town NET	49	65	715	688
All EMS Incidents	527	501	5470	5674
Total Incidents without Flights	711	628	7267	7443
Airport Standby	48	5	136	176
Total Incidents with Flights	759	633	7403	7619



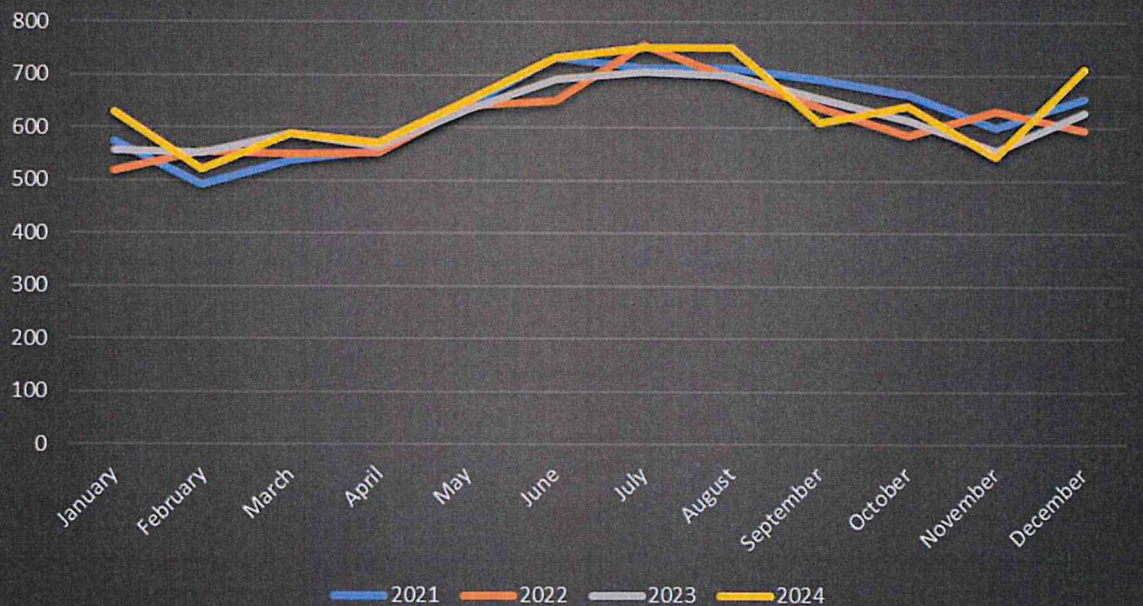
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Monthly Call Volume



Annual Call Volume Trend

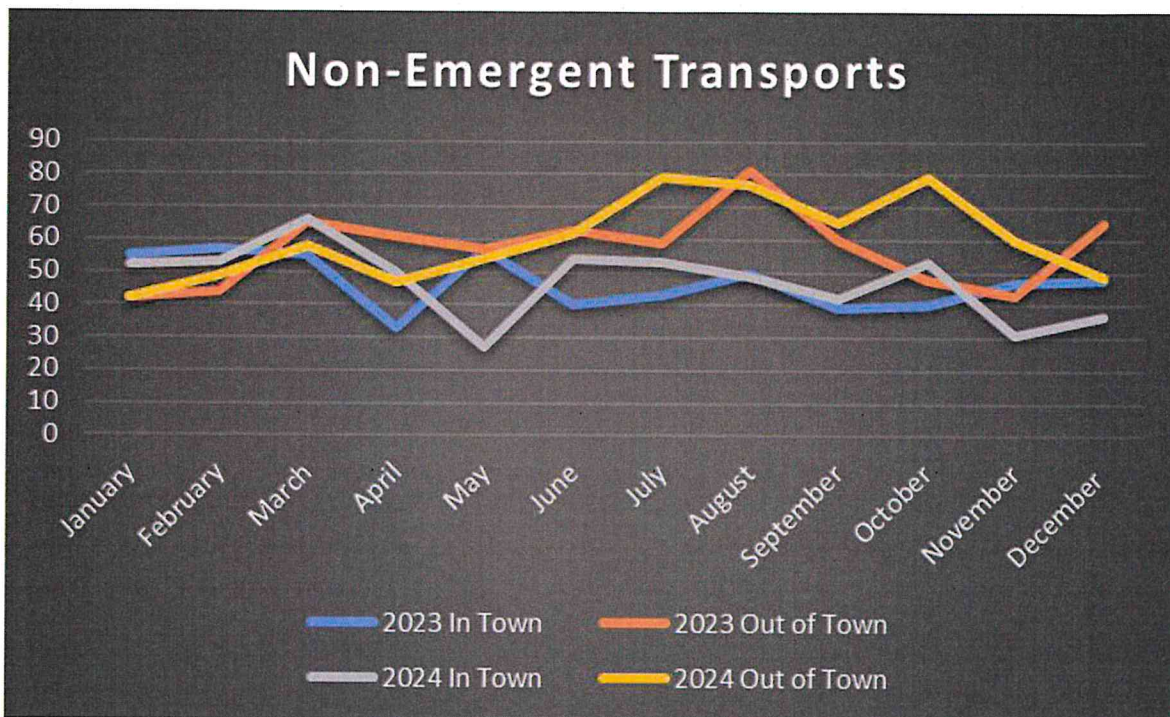


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Battalions

A Shift

Significant Events:

- 1st alarm medical MVA with 1 fatality at McNeil and the Deuce.
- First Due medication module is live, and all meds have been entered into First Due for all drug bags.
- TK14 Aerial OOS
- Medic 17 placed into service at STN 17.
- Medic 17 ran out of gas coming back from an IFT in the valley and got stranded outside Payson. Lesson learned, don't rely on the fuel range until empty gauge, due to it can change depending on the terrain you are driving. For safety and security measure do not leave one city to below half.
- Chimney/attic fire in Pinetop.
- B14 returned and is AIQ.
- Old TD19 (9859) placed into service at STN 17 as the new TD17.
- TK14 Aerial back in service

Customer Service/Public Relations:

- 13-Spoke with 3 people in Porter Mtn. Estates about the hydrant servicing program.
- 17 & 19-Move up assignment to Taylor-Snowflake
- 13- Delivered Santa to Pinetop Lakeside Christmas tree lighting event.
- 19- Assisted a walk in with file of life
- 14- Drove a patient's vehicle to the ER for her.
- Install a residential Knox Box. Spoke with a neighbor about the program and getting one also.
- 13- Collected a monetary donation from a citizen for the Auxiliary after she received what she considered excellent customer service. The check was sent to Admin for processing.



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B Shift

Significant Events:

- First alarm structure fire in Show Low during moderate call volume and supervisor quarterly.
- Structure fire at Sal and Teresas on Woodland Lake Rd.
- Crews reviewed the Use of District Issued Credit Cards Policy #2.23, along with the MOU Article 19 (19.1 Interfacility Transports) and Section 1320 - Revenues and Cash Management (FIN 1321)
- Multiple cardiac arrests this week.
- Chimney fire in Summer Pines.

Customer Service/Public Relations:

- E13 and RU13 visited Blue Ridge Head Start. Crews showed turnouts to the children and provided a tour of both apparatus.
- Mother rode in an ambulance with her son so TK14 drove her vehicle to Summit ER after call.
- Station 14 Transported pt to ER from Out-Patient Pavilion and drove his vehicle to ER for him, assisted elderly woman unlock her car when her key fob battery was dying, and power locks were not working
- After a call for a smoke alarm at the location, EN13 changed the batteries in a faulty smoke detector and checked the residence for gas. No gas was found, and the residents thanked the EN13 crew for their service.
- Shop with a Firefighter Day 1
- T-14 Drove Pt car to ED after call.
- E-17 replaced smoke detector batteries for customers in Chaney Ranch



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C Shift

Significant Events:

- Decorated E15 for light parade Friday
- Ice rescue overview training completed for C shift
- First Due Drug Training module completed for C shift
- Multi-story-Multiple-Residential fire. First alarm structure fire in Pinetop.
- Vehicle fire with a fully involved engine compartment in the Walmart parking lot.
- Chimney Fire
- Wildland assignment
- Structure fire with WUI Honda E831-E11-E13- BC
- First alarm structure fire In Snowflake.
- Structure Fire in Snowflake.
- Structure fire in Summer Pines.
- Two vehicle MVC in Show Low.

Customer Service/Public Relations:

- T-14: TR14 assisted with changing smoke alarm batteries.
- E-15: Gave two station tours.
- E-17: Checked an CO alarm, nothing found but eased the customer's mind.
- E-15: Helped a customer with putting groceries into her car.
- 15, Bringing multiple travel bags to hospital that belonged to a patient of the MVA.



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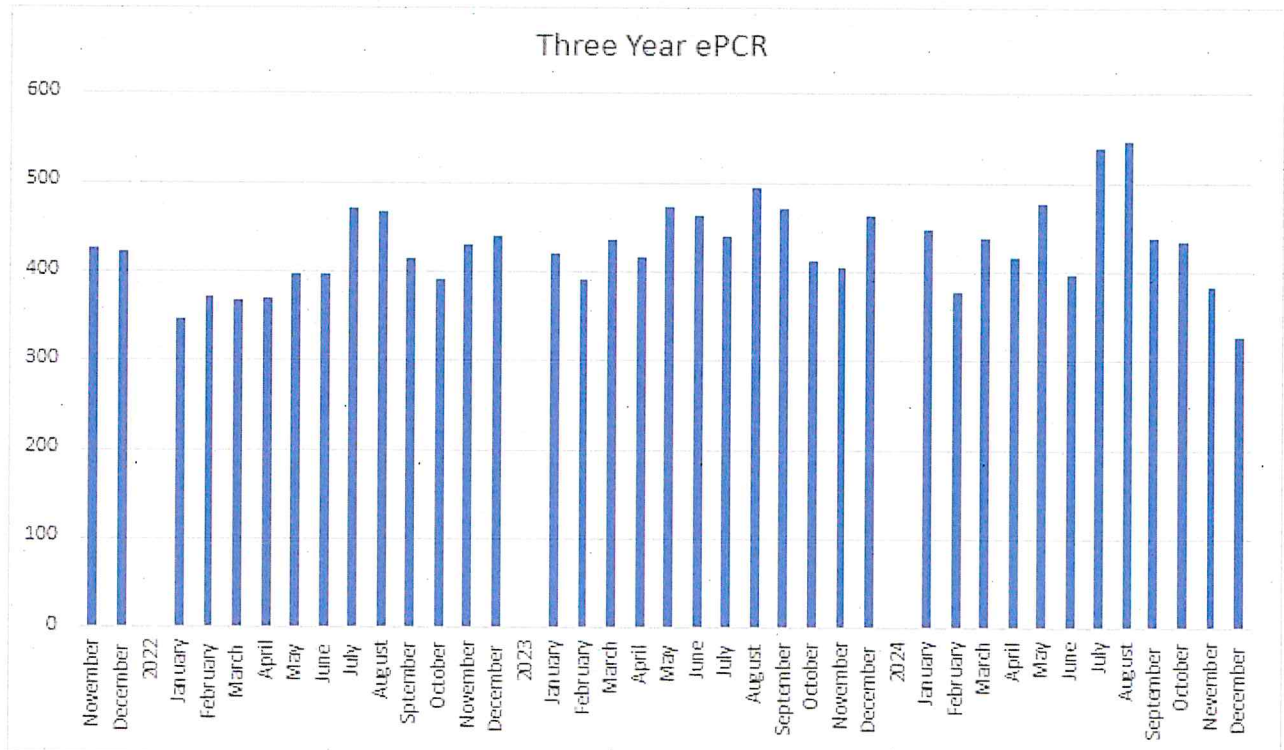
Medical Services

- 326 total ePCRs generated for the month, down from 383 from last month.
- 49 IFTs were completed, down from 60.
- 37 Medical Transports (Air Transports, Hospice, Changepoint, etc.), up from 31.
- 3 Mutual Aid (Auto/Mutual Aid) Up from 2
- Monthly EMS Working Group meeting. CQI improvements and monthly training.
- Attended the PHCC (Pre-Hospital Care Committee) New DEA requirements for controlled substances were discussed. Additional Medication addition to drug boxes (procainamide)
- Monthly Meeting with Ambulance Medical Billing, continue to work on process to increase turn time for billing and accuracy with documentation.
- Monthly Medical Direction Meeting with Dr. Johnson.
 - a. More follow up discussion on updating IFT SOG for Timeout language. The draft is complete waiting for approval to move to the next step.
- Meeting with Crisis Prevention and Change Point to improve the alternative destination process was moved to the 22nd of this month. Dispatch has also been added to this meeting.
- Attended the Navajo County Fatality Review Board and Injury prevention board. Continued collaboration with Navajo County and surrounding agencies.
- First Due Medication module is in full operation and running smoothly, crews have adjusted to the new platform.
- Updated three-year trending ePCR visual.



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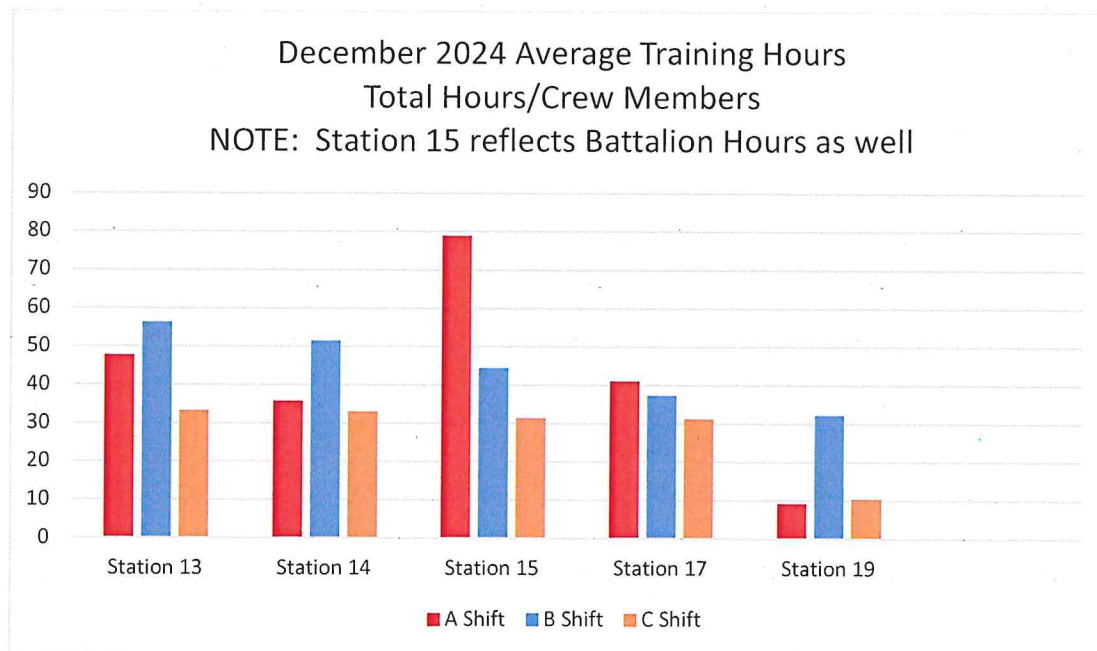
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Training

I. Training Evolutions and Classes:

- Regional training with Dr. Gassway
- NATC training evolutions
- RQI quarter 1 finalization
- Pediatric Respiratory Emergency training with Native Air
- PQW initiations and finalizations
- Wildland Refresher planning meeting





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TMFMD 2024 Total Training Hours Summary

	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Total Hours
Company Trg	1747	1677	1394	1704	1704	1341	1395	1875	1491	1432	1574	1963	19297
Driver/Operator Trg	103	302	88	155	103	169	155	107	156	159	119	137	1753
Officer Trg	210	239	168	177	205	101	219	270	152	201	137	265	2344
Hazmat Trg	0	34	8	11	26	25	11	17	11	2	4	6	155
Fitness Trg	492	416	446	485	409	433	301.5	400	368	375	311	450	4986.5
EMS Trg	1357	1199	1113	1298	959	1280	1002.5	938	821	819	1309	1188	13283.5
Total	3909	3867	3217	3830	3406	3349	3084	3607	2999	2988	3454	4009	41719

ADMIN: (928) 537-5100 FAX (928) 368-5643 TRAINING: (928) 537-5123
 3561 E. DEUCE OF CLUBS SHOW LOW, AZ 85901



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Timber Mesa Community Risk/Fire Prevention Division Summary- December 2024

Plan Reviews		Code Enforcement	
Type of Review	Number Completed	Types of Inspections	Number Completed
New Construction	2	Annual	59
Approved Permits	10	Re-inspection	10
Fire Sprinkler System	0	New Construction - Final Inspections	3
Fire Alarm System	1	Fire Alarm	3
Specialty systems	1	Fire Sprinkler	3
Residential		Specialty	1
Code Issue or Consult	5	Code Violation	
Special Use Inspection	1	Food Truck/Vendor	1
Fire Investigations			
Structure	6	Volunteer Hours Served	
Wildland	0		
Vehicle	one		
Fire Hydrants		Public Education and Outreach	
Hydrants maintained	19	Public Education Events	
Fire Flows Conducted	2	Community Events	
Fuels Mitigation inspection	2	CPR/First Aid – Student	7 students 1 classes
Firewise Property Surveys	2	Station/Engine Tours	
Smoke Detector Installs		Public Contacts	135
Smoke Detector Battery(s)		Burn Permits Issued	
Residential Lock Box Install		Home Safety Surveys	

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Significant Updates/Projects:

There were a total of four reported structure fires within the district in December. TMFMD fire investigators investigated a total of seven fires. Four of the seven were out of the district. There was one vehicle fire in the district.

There are thirty-seven open and active construction permits within the district. This is down from previous months but follows the trend during the winter.

The Timber Mesa Fire CRR/Fire Prevention Division is a busy place, and our two members are busy people. Out of the fire investigations being conducted. More than half of our investigations are outside the district. We are members of a small and growing task force which requires the engagement of other districts to fill the role of investigator so that the load can be shared. Cooperation on this is happening.

State of the Division and summary:

Basal Scoring of areas for grant funded mitigation continues.

Captain Guy is busy completing necessary business inspections. The inspections have continued to gain momentum, and I am happy to report a significant increase in the number of business inspections that are being completed. The CRR and Fire prevention division is reorganizing our inspection efforts following the NFPA schedule and timelines for business inspections. This starts with a system that classifies each business within the district based on its hazard potential. Once identified and scored they will be placed on a rotation that follows the NFPA timelines. We have already completed all of the schools and medical facilities within the district. We are nearly complete with all of the restaurants and assembly type of occupancies which are expected to be complete by the end of January.

Two new fire investigators enrolled in the origin and cause course.

FM Pepper attended the WUI summit in Tucson with Asst Chief Heisler. There was a lot of valuable information however mitigation strategies in the desert urban areas differ significantly from those in our region and in the forested areas of the state. Homeowners insurance topics were a big part of the discussions.

There are new businesses looking forward to coming to Show Low and meetings at the city have taken place. Some of them are exciting and will be welcomed by many members of the community.

ADMIN: (928) 537-5100 FAX (928) 368-5643 TRAINING: (928) 537-5123
3561 E. DEUCE OF CLUBS SHOW LOW, AZ 85901



TIMBER MESA FIRE & MEDICAL DISTRICT

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Logistics and Support Service Board Report

December 2024

Station 13:

- Staff has received two quotes for soil engineering at Station 13 from Speedie and Associates and Western Technology. We are working with legal on the Professional Service addendum and written contract.

Station 14:

- The MagneGrip fan is under warranty and has not worked since the original installation was replaced, and it has worked for a short time. We now have a breaker that is tripping from an increased load. MagneGrip is working on a solution.

Station 15:

- The Battalion Chiefs and Crews are assisting with paint and minor drywall repair, and we had the carpet professionally cleaned at Station 15.

Station 17:

- We have had several issues with the septic tank at this Station. Staff had to replace a pump motor that recirculates the wastewater, clean the filters, and pump the septic tank. Typically, we pump the tank about every 18 – 24 months.
- The diesel exhaust fan in the bay that was reported replaced is now having an issue with relays and is under warranty.

Station 19:

- This project continues to go well. Captain Jack Gessner and Paramedic Nick Cruz, as well as staff and firefighters, have replaced walls, built a backup restroom, installed indoor plumbing, and resourced the concrete floor.
- Two garage doors have been ordered to replace two older and non-functioning doors.

Fleet Project:

- We have received the ambulance that was approved in February 2024. Staff is adding decals, inventory, equipment, and prepping for the DHS inspection.
- The fleet two-post lift project has made the mechanics very happy and improved their abilities in the shop. They are very appreciative of this lift.

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TIMBER MESA FIRE & MEDICAL DISTRICT

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Administrative Building:

- The extractor and facility upgrade are ongoing. The extractor, washer, dryer, and hot water heater arrived. Rhino Brothers are working on the plumbing and water heater installation. The staff has added a supply and mop closet by the couches, enabling staff to mop this building much more quickly.
- The office relocation project is almost complete.
- The security project at the front entrance is still planned. Several contractors have looked at it, and the staff is waiting for quotes.

General Information:

- Staff assisted the City of Show Low with fireworks and dropped the famous Show Low card on New Year's.
- Clay will attend the winter AFDA Conference in Laughlin
- Nolan will attend an EVT accreditation in Florida.



TIMBER MESA FIRE & MEDICAL DISTRICT
WWW.TIMBERMESAFIRE.ORG

Fleet Month End Summary for December 2024

Unit	Date	Summary of Work Performed
9859	12-02-24	Performed annual inspection, LOF & pump test. Replaced batteries & rebuilt primer pump & primer pump switch.
2919	12-02-24	Replaced front brake rotors, pads & front hub bearings.
7900	12-02-24	Perform PM inspection & LOF.
7271	12-02-24	Perform PM inspection & LOF. Rotated tires & relearn TPMS sensors.
8304	12-03-24	Perform PM inspection & LOF.
2920	12-04-24	Replace TPMS sensor, Go Light & repair leaking antenna mounts. Relearn TPMS sensors.
0497	12-04-24	Replace oil pressure sensor & have windows tinted.
0299	12-05-24	Replace step motor gear box at St. 15.
2418	12-11-24	Perform PM inspection, LOF & replace 2 TPMS sensors.
2084	12-11-24	Perform annual inspection, LOF & rotate tires. Relearn TPMS sensors. Replace wiper blades.
6242	12-12-24	Complete apparatus upfit. Install Rigid driving lights.
8443	12-12-24	Replace batteries, Kussmaul charging indicator & replace drug box lock with new model.
6395	12-17-24	Perform pre assignment inspection & install new ball hitch.
5789	12-17-24	Perform pre assignment inspection & replace left rear wheel to repair slow air leak.
7277	12-18-24	Replace spark plugs & replace right side valve cover.
3004	12-24-24	Replace both radio antennas.
0139	12-31-24	Replace left outrigger joystick & put aerial back in service.
3462	12-31-24	Replace broken valve stem extension.

Miscellaneous Work Performed

3004	Get 3 quotes for repainting the camper shell.
9859	Replace battery charger & one battery due to overcharging.
3462	Repairs made to drain valve.
9652	Repair DEF leak.
2281	Install new drive shaft & test drive to check for vibration.
0139	Flip directional drive tires & adjust pump packing

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TIMBER MESA FIRE & MEDICAL DISTRICT

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Miscellaneous Work Performed, Continued

- 0301 Schedule & deliver to Show Low Ford twice for diagnoses of intermittent engine shut down.
- 7276 Remove unneeded equipment & rewire console due to battery drain.
- 2281 Make repairs to drug box that would not unlock.

Apparatus Milage															
Year	Shop #	Unit #	Rescue	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
2004	7535	RU-141	Ford McCoy	148087	148484	149669	149775	149792	149842	150389	151177	152152	152357	152538	152569
2013	1255	R-131	Dodge Braun	226447	227671	228204	228633	228761	229166	229353	229370	229370	229370	229370	229370
2016	6659	RU-131	Ford Braun	235508	240048	241938	243089	243710	245015	247212	249944	252302	254108	254992	256116
2017	6773	R-19	Ford Braun	156444	159956	164809	166729	169622	172878	175844	178827	182080	184952	186383	189077
2018	1005	M-19	Ford Transit								193739	193739	196499	197009	198982
2020	2418	RU-15	Ford Medix	171645	174520	178791	180924	182458	184488	187281	190543	193817	196769	197913	199566
2021	9652	R-13	Ford Medix	104562	108933	113036	114385	117276	121312	124730	128784	131801	135474	137442	141190
2023	299	R-15	Ford Medix												6252
2022	2222	R-17	Ford Medix	44959	48392	53756	56415	58933	63528	66188	70272	74334	77594	79198	82202
2023	301	R-14	Ford Medix	24210	28545	33125	36247	37353	40354	43690	43843	45778	48785	49183	49654
2023	7271	M-14	Ford Transit	173	173	174	7145	12601	19404	29521	36080	42690	49711	54224	60201
2023	7147	M-15	Ford Transit	57	77	78	5379	12899	21406	31817	40303	49398	60082	64226	71679
2024	6242	M-17	Ford Transit										276	285	2164
			Engine												
2001	1907	Reserve	Pierce	59505	59921	60417	60663	60895	60895	60895	60895	60895	60899	60899	60899
2011	3856	Reserve	Rosenbauer	101073	103238	103299	105083	105721	105894	106087	107254	107305	108025	108025	108152
2013	8443	E-13	KME	121813	122752	123278	123973	124490	125828	127155	128618	129839	130644	131534	133667
2014	0805	E-15	Rosenbauer	130925	131697	133223	133223	133583	135552	137052	137513	138994	140884	140884	140890
2015	0139	T-14	Smeal/Spartan	76505	76702	77365	78286	79400	80405	81477	82598	83236	83724	84553	85809
2018	2281	E-17	Rosenbauer	63912	64988	66156	67718	69160	69431	69457	69457	70385	72201	73158	75111
2023	3462	E-13	Rosenbauer	2608	1340	1534	1987	918	918	918	4455	4625	5022	5022	6870

Faulty odometer on back order

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TIMBER MESA FIRE & MEDICAL DISTRICT

WWW.TIMBERMESAFIRE.ORG

AGENDA ITEM – 9-a

Discussion and Possible Action – December, 2024 financial reports.

INFORMATION

Included are the financial reports for the Timber Mesa Fire and Medical District for the month of December, 2024. A representative of the James Vincent Group will be present to discuss these reports with the Board and answer any questions you may have.

STAFF RECOMMENDATION

I recommend that the Board approve the financial reports as presented.

MOTION RECOMMENDATION

I move that we approve the financial reports for the month of December, 2024 as presented.



TIMBER MESA FIRE and MEDICAL DISTRICT

www.TimberMesaFire.org

Monthly Financial Report – December 2024

Attached are the following for your information and review for Timber Mesa Fire & Medical District:

1. Balance Sheet as of December 31, 2024.
2. Summary of Reconciled Cash Balances as of December 31, 2024.
3. Income Statement of Revenues and Expenditures of General Fund for December 2024, including budget to actual and year-to-date balances.
4. Fixed Asset Additions and Disposals Schedule FY24/25.
5. Income vs. Expenses Graph for December 2024.
6. Monthly Disbursement Report.
7. 12-Month Cash Flow.

Key points:

- Revenue for the month of December is \$1,730,355, which is \$281,086 over budget.
 - Navajo County revenue for the month is \$1,026,286 which is over budget by \$130,209.
 - Non-Levy revenue is \$704,069, which is over budget by \$150,877.
 - Ambulance revenue is over budget \$67,354.
 - Wildland revenue is over budget \$41,148.
- Expenses for December total \$1,398,298 which are over budget by \$64,021.
 - Personnel Costs are over budget by \$31,091, driven by Wildland deployment costs and timing of Holiday pay.
 - Buildings and Land are over budget \$16,042, driven by timing of utilities and higher than anticipated building repairs and maintenance.
 - Managerial costs are over budget by \$9,557, driven by timing of parcel charges.
- Fiscal Year revenue is \$13,955,132, which is \$1,773,467 over budget.
 - Navajo County revenue is \$178,161 under budget.
 - Ambulance revenue is \$974,303 over budget.
 - Wildland revenue is \$783,257 over budget.
- YTD expense is \$9,585,911, which is \$231,263 over budget.
- Total Cash for December is \$9,391,631 which is \$1,795,004 higher compared to December 2023.

Please contact the Finance Director with any questions or concerns regarding this report.

3561 E Deuce of Clubs., Show Low, AZ 85901 Office (930) 537-5100 Fax (930) 368-5643

Timber Mesa Fire & Medical District
Balance Sheet
As of December 31, 2024

01/20/25

Accrual Basis

	Dec 31, 24	Dec 31, 23	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
1080 • Rosenbauer Escrow Fund	90,131.04	90,131.04	0.00	0.0%
1010 • Navajo County General Fund	8,363,114.30	6,231,499.30	2,131,615.00	34.2%
1020 • Navajo County Capital Fund	20,752.48	20,022.21	730.27	3.7%
1030 • National Bank Payroll Fund	795,173.05	809,165.80	-13,992.75	-1.7%
1040 • National Bank Ambulance Fund	122,460.06	445,805.54	-323,345.48	-72.5%
1072 • Bill.com Money Out Clearing	0.00	2.86	-2.86	-100.0%
Total Checking/Savings	9,391,630.93	7,596,626.75	1,795,004.18	23.6%
Accounts Receivable				
1200 • Property Tax Receivable	349,358.41	328,359.09	20,999.32	6.4%
1220 • Ambulance Receivables	974,625.67	572,711.06	401,914.61	70.2%
1250 • Other Receivables	664,333.56	18,843.11	645,490.45	3,425.6%
Total Accounts Receivable	1,988,317.64	919,913.26	1,068,404.38	116.1%
Other Current Assets				
1270 • Lease Receivables	327,227.00	365,296.00	-38,069.00	-10.4%
1310 • Prepaid Expenses	173,707.52	20,041.93	153,665.59	766.7%
1315 • Due From Capital Fund	359.10	0.00	359.10	100.0%
1320 • Construction In Progress	0.00	257,693.78	-257,693.78	-100.0%
Total Other Current Assets	501,293.62	643,031.71	-141,738.09	-22.0%
Total Current Assets	11,881,242.19	9,159,571.72	2,721,670.47	29.7%
Fixed Assets				
1301 • Buildings	9,055,721.69	8,820,644.42	235,077.27	2.7%
1302 • Land	1,062,465.00	1,062,465.00	0.00	0.0%
1303 • Vehicles	8,509,092.47	7,721,733.27	787,359.20	10.2%
1304 • Equipment	3,157,252.70	2,790,451.42	366,801.28	13.1%
1401 • Accumulated Deprec - Buildings	-3,392,987.59	-3,121,179.98	-271,807.61	-8.7%
1403 • Accumulated Deprec - Vehicles	-5,582,427.14	-4,982,670.46	-599,756.68	-12.0%
1404 • Accumulated Deprec - Equipment	-2,044,191.34	-1,851,312.42	-192,878.92	-10.4%
Total Fixed Assets	10,764,925.79	10,440,131.25	324,794.54	3.1%
Other Assets				
1551 • Net OPEB Asset - ASRS	40,657.00	36,946.00	3,711.00	10.0%
1556 • Net OPEB PSPRS	104,000.00	110,747.00	-6,747.00	-6.1%
1557 • Net Pension Asset - PSPRS T3	93,360.00	59,158.00	34,202.00	57.8%
1558 • Net OPEB - PSPRS Tier 3	20,910.00	13,021.00	7,889.00	60.6%
1910 • Deferred outflows pensions-ASRS	258,083.00	221,592.00	36,491.00	16.5%
1911 • Deferred outflows OPEB - ASRS	6,072.00	3,919.00	2,153.00	54.9%
1915 • Deferred outflows pension PSPRS	7,916,113.00	5,359,361.00	2,556,752.00	47.7%
1916 • Deferred outflows OPEB - PSPRS	60,189.00	52,654.00	7,535.00	14.3%
1917 • Def Out PSPRS Tier 3	594,748.00	402,121.00	192,627.00	47.9%
1918 • Def Out PSPRS OPEB Tier 3	4,546.00	875.00	3,671.00	419.5%
1921 • Risk Pool Capitalization	64,734.00	64,734.00	0.00	0.0%
Total Other Assets	9,163,412.00	6,325,128.00	2,838,284.00	44.9%
TOTAL ASSETS	31,809,579.98	25,924,830.97	5,884,749.01	22.7%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2000 • Accounts Payable	98,318.66	389,828.83	-291,510.17	-74.8%
Total Accounts Payable	98,318.66	389,828.83	-291,510.17	-74.8%

Timber Mesa Fire & Medical District
Balance Sheet
As of December 31, 2024

01/20/25

Accrual Basis

	Dec 31, 24	Dec 31, 23	\$ Change	% Change
Credit Cards				
2026 · Lowes Store Credit Card	1,107.35	-101.05	1,208.40	1,195.8%
2020 · National Bank of Arizona - 7900	27,003.70	27,109.12	-105.42	-0.4%
2021 · Napa Store Credit	-480.87	1,898.37	-2,379.24	-125.3%
2022 · Ace Hardware Store Credit	3,455.92	-98.22	3,554.14	3,618.6%
2023 · Show Low Auto Store Credit	325.52	-235.70	561.22	238.1%
2024 · O'Reilly Store Credit	255.47	4,514.25	-4,258.78	-94.3%
2025 · Skaggs Store Credit	7,267.89	2,251.19	5,016.70	222.9%
Total Credit Cards	38,934.98	35,337.96	3,597.02	10.2%
Other Current Liabilities				
2200 · Accrued Interest	37,129.36	13,736.07	23,393.29	170.3%
2210 · Accrued Payroll	328,913.59	168,120.75	160,792.84	95.6%
2220 · Accrued Employee Leave	877,530.70	772,157.19	105,373.51	13.7%
2310 · Deferred inflows pensions-ASRS	42,080.00	27,774.00	14,306.00	51.5%
2311 · Deferred inflows OPEB - ASRS	22,067.00	23,729.00	-1,662.00	-7.0%
2315 · Deferred inflows pensions PSPRS	476,094.00	574,921.00	-98,827.00	-17.2%
2316 · Deferred inflows OPEB - PSPRS	112,106.00	133,500.00	-21,394.00	-16.0%
2350 · Net pension liability - ASRS	1,189,336.00	1,054,415.00	134,921.00	12.8%
2351 · Net OPEB Liability - ASRS	972.00	602.00	370.00	61.5%
2354 · Volunteer Pension Fund	97,530.92	97,530.92	0.00	0.0%
2355 · Net pension liability PSPRS	12,460,875.00	8,292,196.00	4,168,679.00	50.3%
2400 · Payroll Liabilities	74,141.29	126,650.59	-52,509.30	-41.5%
2550 · Sales Tax Payable	-51.84	266.48	-318.32	-119.5%
Total Other Current Liabilities	15,718,724.02	11,285,599.00	4,433,125.02	39.3%
Total Current Liabilities	15,855,977.66	11,710,765.79	4,145,211.87	35.4%
Long Term Liabilities				
2690 · 2023 Rosenbauer Engine	818,220.00	780,000.00	38,220.00	4.9%
2070 · Deferred Inflows from Leases	314,696.00	356,228.00	-41,532.00	-11.7%
2317 · Def In PSPRS Tier 3	45,401.00	39,092.00	6,309.00	16.1%
2318 · Def In OPEB Tier 3	3,044.00	2,814.00	230.00	8.2%
2660 · Lease Note - Admin	1,006,156.34	1,088,740.96	-82,584.62	-7.6%
2670 · Lease Note - Station 17	1,811,471.09	1,925,063.27	-113,592.18	-5.9%
2680 · Engine Lease	205,922.00	301,622.36	-95,700.36	-31.7%
Total Long Term Liabilities	4,204,910.43	4,493,560.59	-288,650.16	-6.4%
Total Liabilities	20,060,888.09	16,204,326.38	3,856,561.71	23.8%
Equity				
3000 · Unreserved Net Fund Balance	3,539,513.53	2,594,445.25	945,068.28	36.4%
30000 · Opening Balance Equity	-2,254.89	-2,254.89	0.00	0.0%
3009 · Assigned Net Assets	3,840,603.19	3,840,603.19	0.00	0.0%
Net Income	4,370,830.06	3,287,711.04	1,083,119.02	32.9%
Total Equity	11,748,691.89	9,720,504.59	2,028,187.30	20.9%
TOTAL LIABILITIES & EQUITY	31,809,579.98	25,924,830.97	5,884,749.01	22.7%

Timber Mesa Fire and Medical District

Summary of Reconciled Cash Balances

Period Ending 12/31/34

	Navajo County General Fund	Navajo County Capital Fund	National Bank Payroll Fund	National Bank Ambulance Fund
	12/31/2024	12/31/2024	12/31/2024	12/31/2024
Beginning Balance	8,594,323.69	20,692.90	306,564.29	246,925.23
Cleared Transactions				
Checks and Payments	(800,000.00)	-	(1,590,501.11)	(563,833.40)
Deposits and Credits	1,043,790.61	59.58	2,078,583.70	439,114.75
Total Cleared Transactions	243,790.61	59.58	488,082.59	(124,718.65)
Cleared Balance	8,838,114.30	20,752.48	794,646.88	122,206.58
Uncleared Transactions				
Checks and Payments	(475,000.00)	-	(483.83)	
Deposits and Credits	-	-	1,010.00	253.48
Total Uncleared Transactions	(475,000.00)	-	526.17	253.48
Register Balance as of 12/31/24	8,363,114.30	20,752.48	795,173.05	122,460.06

01/20/25

Accrual Basis

Timber Mesa Fire & Medical District

Profit & Loss Budget Performance

December 2024

	Dec 24	Budget	\$ Over Budget	Jul - Dec 24	YTD Budget	\$ Over Budget	Annual Budget
Ordinary Income/Expense							
Income							
Property Tax Revenue	1,026,286.18	896,077.00	130,209.18	8,767,281.94	8,945,443.00	-178,161.06	13,926,726.00
Non-Tax Levy Revenue	704,068.63	553,192.00	150,876.63	5,187,849.81	3,236,222.00	1,951,627.81	6,372,039.00
Total Income	1,730,354.81	1,449,269.00	281,085.81	13,955,131.75	12,181,665.00	1,773,466.75	20,298,765.00
Gross Profit	1,730,354.81	1,449,269.00	281,085.81	13,955,131.75	12,181,665.00	1,773,466.75	20,298,765.00
Expense							
Personnel Costs	1,129,546.89	1,098,456.00	31,090.89	7,877,664.74	7,654,322.00	223,342.74	15,107,674.00
Buildings & Land	39,775.48	23,733.00	16,042.48	157,144.13	152,086.00	5,058.13	419,071.00
Vehicles & Equipment	142,982.68	143,184.68	-202.00	799,247.24	747,653.08	51,594.16	1,467,747.00
Communications/IT	25,541.10	20,071.00	5,470.10	259,758.12	270,812.00	-11,053.88	652,131.00
Meetings & Training	17,196.84	15,134.00	2,062.84	133,230.61	135,187.00	-1,956.39	238,255.00
Managerial Costs	43,254.60	33,698.00	9,556.60	358,866.35	394,588.00	-35,721.65	680,624.00
Total Expense	1,398,297.59	1,334,276.68	64,020.91	9,585,911.19	9,354,648.08	231,263.11	18,565,502.00
Net Ordinary Income	332,057.22	114,992.32	217,064.90	4,369,220.56	2,827,016.92	1,542,203.64	1,733,263.00
Net Income	332,057.22	114,992.32	217,064.90	4,369,220.56	2,827,016.92	1,542,203.64	1,733,263.00

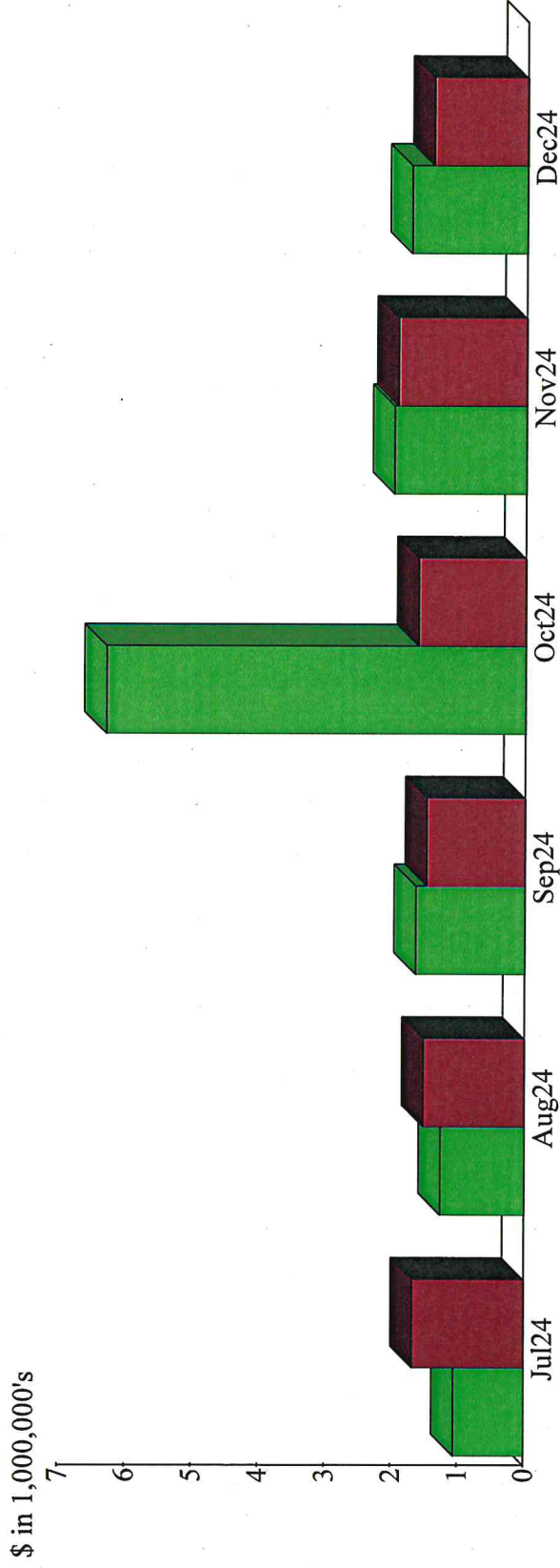
TIMBER MESA FIRE AND MEDICAL DISTRICT
Capital Fund Purchases
FY2024-2025

Total Approved Capital: \$ 1,206,349

<u>Capital Project</u>	<u>Approved Projects</u>	<u>YTD Actual Spend</u>	<u>Remaining</u>
Staff Vehicles and Equipment	45,500	59,229	(13,729)
Boat Dock parts	12,000		12,000
Drug Boxes w/Wi-Fi locks	10,000	9,772	228
Administrative Building Facility Updates	39,000	1,823	37,177
Station 19 Facility Updates	30,000	5,166	24,834
Fire Hose Replacement	25,000	24,641	359
Type II Ambulance	175,062	171,457	3,605
Apparatus Lift	21,500	20,232	1,268
BKR-5000 Radios and Equipment	23,632	24,314	(683)
Total	381,694	316,635	65,059

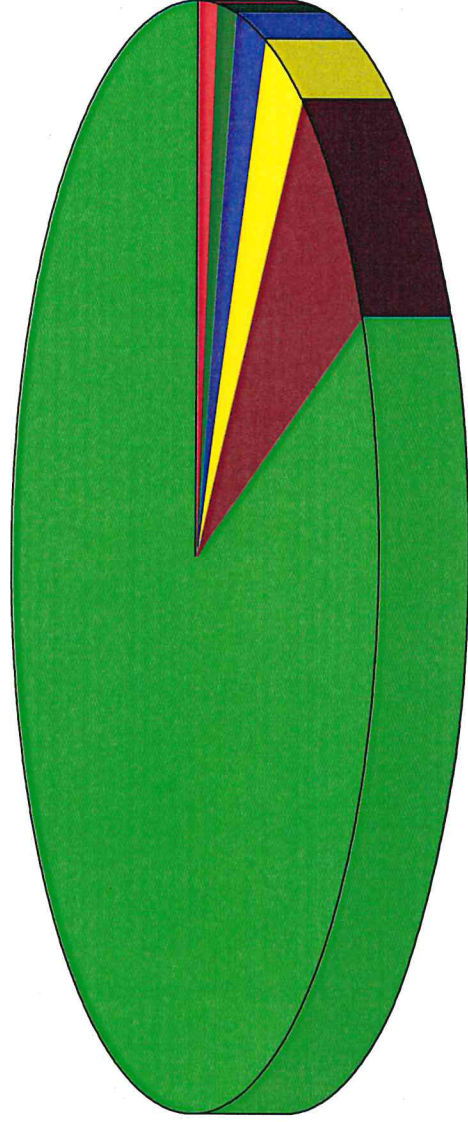
Remaining Capital Budget: \$ 824,655

Income and Expense by Month
July through December 2024



Expense Summary
July through December 2024

Personnel Costs	82.18%
Vehicles & Equipment	8.34
Managerial Costs	3.74
Communications/IT	2.71
Buildings & Land	1.64
Meetings & Training	1.39
Total	\$9,585,911.19



Timber Mesa Fire & Medical District Monthly Disbursement Report

As of December 31, 2024

Accrual Basis

Type	Date	Num	Name	Memo	Split	Debit	Credit	Balance
1000 - Rosenbauer Escrow Fund								
Total 1000 - Rosenbauer Escrow Fund								90,131.04
1010 - Navajo County General Fund								90,131.04
Check	12/02/2024	5639	Timber Mesa Fire and Medical District		1030 - National Bank Payroll Fund		350,000.00	8,594,323.69
Check	12/16/2024	5640	Timber Mesa Fire & Medical District		1030 - National Bank Payroll Fund		450,000.00	8,244,323.69
Check	12/30/2024	5641	Timber Mesa Fire & Medical District		1030 - National Bank Payroll Fund		475,000.00	7,794,323.69
General Journal	12/31/2024	2022-052		To Record Property Tax Revenue for Dec. 2024	-SPLIT-			7,319,323.69
Deposit	12/31/2024			Interest	4210 - Interest Income	1,026,286.18		8,345,609.87
						17,504.43		8,363,114.30
Total 1010 - Navajo County General Fund						1,043,790.61	1,275,000.00	8,363,114.30
1020 - Navajo County Capital Fund								
Deposit	12/31/2024			Interest	4210 - Interest Income		59.58	20,692.90
						59.58	0.00	20,752.48
Total 1020 - Navajo County Capital Fund								20,752.48
1030 - National Bank Payroll Fund				# A209185-202412	2000 - Accounts Payable		1,770.12	302,817.03
Bill Pmt-Check	12/02/2024	N/A	Beam Insurance Administrators Llc	Deposit	1010 - Navajo County General Fund	350,000.00		301,046.91
Check	12/02/2024	5639	Timber Mesa Fire and Medical District	Deposit	4120 - Ambulance Service Revenue	100.00		651,046.91
Deposit	12/02/2024			Deposit	1300 - Undeposited Funds	405.92		651,146.81
Deposit	12/02/2024			Deposit	1300 - Undeposited Funds	405.92		651,552.83
Deposit	12/02/2024			Deposit	1300 - Undeposited Funds	1,776		651,958.75
Deposit	12/02/2024			Deposit	1300 - Undeposited Funds	1,487.28		651,966.51
Transfer	12/02/2024			Funds Transfer	1040 - National Bank Ambulance Fund	175,381.26		653,463.79
Deposit	12/02/2024			Deposit	4120 - Ambulance Service Revenue	2,134.91		828,742.18
Deposit	12/02/2024			Deposit	4140 - Miscellaneous Revenue	2,134.91		828,742.18
Deposit	12/02/2024			Deposit	4120 - Ambulance Service Revenue	7,837.75		833,617.09
Deposit	12/02/2024			Deposit	4120 - Ambulance Service Revenue	10,275.11		841,454.84
Bill Pmt-Check	12/02/2024	N/A	Banner Aetna	# J1990377	2000 - Accounts Payable		120,925.08	851,729.95
Check	12/03/2024	EFT	Paymentech Fee	# 101146745	7081 - Bank Service Charges		730,804.87	120,925.08
Check	12/03/2024	EFT	Paymentech Fee	# E0332377	7081 - Bank Service Charges		730,804.87	730,804.87
Check	12/03/2024	N/A	Wex Bank		2000 - Accounts Payable	143.12		730,626.76
Bill Pmt-Check	12/04/2024	N/A	Aetna Behavioral Health LLC		2000 - Accounts Payable	16,574.90		714,051.86
Deposit	12/04/2024			Deposit	4140 - Miscellaneous Revenue	1,333.33	167.99	713,883.87
Deposit	12/04/2024			Deposit	4120 - Ambulance Service Revenue	80.00		715,217.20
Bill Pmt-Check	12/04/2024	N/A	Wex Bank	# 100495656	2000 - Accounts Payable		17,207.43	715,287.20
General Journal	12/04/2024	2022-053		BILL 12/04/24 Payables Funding	1072 - Bill.com Money Out Clearing	34.99		698,079.77
General Journal	12/05/2024	2022-056		BILL 12/04/24 Payables Funding	1072 - Bill.com Money Out Clearing	84,510.08		698,079.77
Bill Pmt-Check	12/05/2024	N/A	Delta Dental of Arizona	# RIS0006110113	1072 - Bill.com Money Out Clearing	10,181.96		612,410.08
Deposit	12/06/2024			Deposit	2000 - Accounts Payable			602,228.12
General Journal	12/06/2024	2022-054		Deposit	-SPLIT-	146.84		602,374.96
Check	12/06/2024	EFT	bill.com	BILL 12/06/24 Payables Funding	4140 - Miscellaneous Revenue	283.32		602,658.28
Deposit	12/06/2024			Deposit	1072 - Bill.com Money Out Clearing		149.08	602,509.20
General Journal	12/09/2024	2022-055		BILL 12/09/24 Payables Funding	1300 - Undeposited Funds	390.94		602,112.20
Deposit	12/10/2024			Deposit	4120 - Ambulance Service Revenue	16,931.32		585,571.82
Deposit	12/10/2024			Deposit	4120 - Ambulance Service Revenue	2,850.26		588,431.08
Deposit	12/10/2024			Deposit	4140 - Miscellaneous Revenue	100.00		588,531.08
Deposit	12/10/2024			Deposit	4180 - Training Income	50.00		588,581.08
Deposit	12/10/2024			Deposit	4120 - Ambulance Service Revenue	300.00		588,881.08
Deposit	12/11/2024			Deposit	4120 - Ambulance Service Revenue	290.00		589,171.08
General Journal	12/11/2024	2022-057	Square Chares		7081 - Bank Service Charges	5,129.65		594,300.73
Check	12/12/2024	EFT	Nationwide Trust Co. FBO NRS		4120 - Ambulance Service Revenue	10,306.43	8.30	594,292.43
Check	12/12/2024	EFT	Nationwide Trust Co. FBO NRS		2400 - Payroll Liabilities		6,305.06	604,598.86
Check	12/12/2024	EFT	Nationwide Trust Co. FBO NRS		2400 - Payroll Liabilities		758.33	598,293.80
Check	12/12/2024	EFT	Nationwide Trust Co. FBO NRS		2400 - Payroll Liabilities		597,535.47	597,535.47
Check	12/12/2024	EFT	Nationwide Trust Co. FBO NRS		2400 - Payroll Liabilities		1,026.29	596,509.18
Check	12/12/2024	EFT	Nationwide Trust Co. FBO NRS		2400 - Payroll Liabilities		6,006.73	590,502.45
Check	12/12/2024	EFT	Nationwide Trust Co. FBO NRS		2400 - Payroll Liabilities		2,355.00	588,147.45
Check	12/12/2024	EFT	Nationwide Trust Co. FBO NRS		2400 - Payroll Liabilities		1,844.53	586,302.92
General Journal	12/12/2024	2022-058	Arizona State Retirement System	Payroll 11.24.24 - 12.07.24	2400 - Payroll Liabilities	9,823.33		576,479.59
General Journal	12/13/2024	2022-056		Payroll 11.24.24 - 12.07.24	5010 - Salaries & Wages	338,771.33		237,708.26
Deposit	12/13/2024	2022-056		Deposit	5010 - Salaries & Wages	1,983.56		239,691.82
General Journal	12/13/2024	2022-057		Deposit	4140 - Miscellaneous Revenue	3,370.00		226,321.82
General Journal	12/13/2024	2022-058		BILL 12/13/24 Payables Funding	4120 - Ambulance Service Revenue	10.00		226,311.82
General Journal	12/13/2024	2022-058		BILL 12/13/24 Payables Funding	1072 - Bill.com Money Out Clearing	77,134.41		149,177.41
General Journal	12/13/2024	2022-058		BILL 12/13/24 Payables Funding	1072 - Bill.com Money Out Clearing	7,963.97		138,913.35
Check	12/16/2024	5640	Timber Mesa Fire & Medical District		1072 - Bill.com Money Out Clearing	572.65		138,340.70
Deposit	12/16/2024			Deposit	4120 - Ambulance Service Revenue	450,000.00		588,340.70
Deposit	12/16/2024			Deposit	4140 - Miscellaneous Revenue	60.00		588,400.70
Transfer	12/16/2024			Funds Transfer	1040 - National Bank Ambulance Fund	450.00		588,410.20
General Journal	12/16/2024	2022-059		BILL 12/16/24 Payables Funding	1300 - Undeposited Funds	233,000.00		821,860.20
General Journal	12/17/2024	2022-060		BILL 12/17/24 Payables Funding	1040 - National Bank Ambulance Fund		404.38	821,455.82
Check	12/17/2024	EFT	Public Safety Personnel Retirement System		1072 - Bill.com Money Out Clearing		48,085.25	773,370.57
Check	12/17/2024	EFT	Public Safety Personnel Retirement System		1072 - Bill.com Money Out Clearing		1,243.40	772,127.17
Check	12/17/2024	EFT	Bankcard Center		2400 - Payroll Liabilities		106,821.67	665,305.50
General Journal	12/17/2024	2022-058		Payment Tech Deposit	2400 - Payroll Liabilities		421.20	664,884.30
					4120 - Ambulance Service Revenue	9.01		630,685.17
								630,694.18

Unaudited - For Management Purposes Only

Timber Mesa Fire & Medical District Monthly Disbursement Report

As of December 31, 2024

Accrual Basis

Type	Date	Num	Name	Memo	Split	Debit	Credit	Balance
Deposit	12/18/2024			Deposit	4120 - Ambulance Service Revenue			630,769.18
Deposit	12/19/2024			Deposit	1300 - Undeposited Funds	75.00		631,119.18
General Journal	12/19/2024	2022-066		BILL 12/19/24 Payables Funding	1072 - Bill.com Money Out Clearing	350.00	13,043.37	618,075.81
Deposit	12/19/2024			Deposit	4120 - Ambulance Service Revenue	121,920.94		739,996.75
Deposit	12/20/2024			Deposit	4120 - Ambulance Service Revenue	25.00		740,021.75
General Journal	12/20/2024	2022-061		BILL 12/20/24 Payables Funding	1072 - Bill.com Money Out Clearing		91,077.55	648,944.20
General Journal	12/20/2024	2022-062		BILL 12/20/24 Payables Funding	1072 - Bill.com Money Out Clearing		28,734.00	620,210.20
General Journal	12/20/2024	2022-063		BILL 12/20/24 Payables Funding	1072 - Bill.com Money Out Clearing		508.12	619,702.08
Deposit	12/23/2024			Deposit	1300 - Undeposited Funds	53,130.28		572,832.36
Check	12/23/2024	EFT	Arizona Department of Revenue	4120 - Ambulance Service Revenue		5,180.54		577,966.64
General Journal	12/24/2024	2022-067		BILL 12/24/24 Payables Funding	2550 - Sales Tax Payable		16.26	577,966.64
General Journal	12/26/2024	2022-064		BILL 12/26/24 Payables Funding	1072 - Bill.com Money Out Clearing		131.97	577,866.67
Check	12/26/2024	EFT	Nationwide Trust Co. FBO NRS	2400 - Payroll Liabilities		19,031.69		558,832.98
Check	12/26/2024	EFT	Nationwide Trust Co. FBO NRS	2400 - Payroll Liabilities		5,518.78		553,314.20
Check	12/26/2024	EFT	Nationwide Trust Co. FBO NRS	2400 - Payroll Liabilities		2,248.87		551,065.33
Check	12/26/2024	EFT	Nationwide Trust Co. FBO NRS	2400 - Payroll Liabilities		678.42		550,386.91
Check	12/26/2024	EFT	Nationwide Trust Co. FBO NRS	2400 - Payroll Liabilities		856.51		549,530.40
Deposit	12/27/2024			Deposit	1400 - Payroll Liabilities		16,226.79	533,303.61
Deposit	12/27/2024			Deposit	1400 - Payroll Liabilities	200.00		533,503.61
General Journal	12/27/2024	2022-056		Payroll 12.08.24 - 12.21.24	4130 - Fleet Maintenance	54.22		533,557.83
General Journal	12/27/2024	2022-056		Payroll 12.08.24 - 12.21.24	5010 - Salaries & Wages		305,952.47	306,605.36
Check	12/27/2024	EFT	Nationwide Trust Co. FBO NRS	2400 - Payroll Liabilities		1,931.55		304,673.81
Check	12/27/2024	EFT	Arizona State Retirement System	2400 - Payroll Liabilities		5,284.91		299,388.90
Check	12/27/2024	5641	Timber Mesa Fire & Medical District	2400 - Payroll Liabilities			9,487.88	289,901.01
Transfer	12/30/2024			Funds Transfer	4120 - Ambulance Service Revenue	165.30		290,064.31
General Journal	12/30/2024	2022-059		Public Safety Personnel Retirement System	1010 - Navajo County General Fund	475,000.00		765,064.31
Check	12/30/2024	EFT	Public Safety Personnel Retirement System	BILL 12/30/24 Payables Funding	1040 - National Bank Ambulance Fund	920,477.59		923,019.09
Check	12/30/2024	EFT	Public Safety Personnel Retirement System	BILL 12/30/24 Payables Funding	1072 - Bill.com Money Out Clearing	2,541.50		922,787.10
Deposit	12/31/2024			Deposit	2400 - Payroll Liabilities		251.99	919,532.00
General Journal	12/31/2024	2022-060		BILL 12/31/24 Payables Funding	4120 - Ambulance Service Revenue		103,235.10	824,483.94
Check	12/31/2024	2022-062		Service Charge	4120 - Ambulance Service Revenue	307.78		824,176.16
Check	12/31/2024			Service Charge	4120 - Miscellaneous Revenue	28,324.80		795,851.36
Check	12/31/2024			Service Charge	1072 - Bill.com Money Out Clearing	1,140.25		795,355.49
Check	12/31/2024			Service Charge	7081 - Bank Service Charges	182.44		795,173.05
Total 1030 - National Bank Payroll Fund						2,078,573.70	1,586,217.68	795,173.05
1040 - National Bank Ambulance Fund								
Deposit	12/02/2024			Deposit	4120 - Ambulance Service Revenue	1,931.98		247,178.71
Deposit	12/02/2024			Deposit	4120 - Ambulance Service Revenue	7,642.93		254,821.64
Deposit	12/02/2024			Deposit	4120 - Ambulance Service Revenue	260.54		255,482.18
Deposit	12/02/2024			Deposit	4120 - Ambulance Service Revenue	17,589.57		273,071.75
Deposit	12/02/2024			Deposit	4120 - Ambulance Service Revenue	140.08		273,211.83
Deposit	12/02/2024			Deposit	4120 - Ambulance Service Revenue	666.56		273,878.39
Deposit	12/02/2024			Deposit	4120 - Ambulance Service Revenue	124.50		274,002.89
Transfer	12/02/2024			Funds Transfer	1030 - National Bank Payroll Fund		175,281.39	274,002.89
Deposit	12/03/2024			Deposit	4120 - Ambulance Service Revenue	9,976.25		100,253.48
Deposit	12/03/2024			Deposit	4120 - Ambulance Service Revenue	392.40		100,253.48
Deposit	12/03/2024			Deposit	4120 - Ambulance Service Revenue	1,978.05		102,231.53
Deposit	12/03/2024			Deposit	4120 - Ambulance Service Revenue	1,183.00		111,301.89
Deposit	12/03/2024			Deposit	4120 - Ambulance Service Revenue	672.07		112,418.86
Deposit	12/03/2024			Deposit	4120 - Ambulance Service Revenue	1,428.75		113,847.61
Deposit	12/03/2024			Deposit	4120 - Ambulance Service Revenue	1,532.20		115,380.81
Deposit	12/03/2024			Deposit	4120 - Ambulance Service Revenue	3,843.31		119,224.12
Deposit	12/03/2024			Deposit	4120 - Ambulance Service Revenue	1,293.06		120,517.18
Deposit	12/03/2024			Deposit	4120 - Ambulance Service Revenue	421.17		121,488.26
Deposit	12/03/2024			Deposit	4120 - Ambulance Service Revenue	146.84		121,909.43
Deposit	12/03/2024			Deposit	4120 - Ambulance Service Revenue	504.56		122,056.27
Deposit	12/03/2024			Deposit	4120 - Ambulance Service Revenue	156.25		122,560.83
Deposit	12/03/2024			Deposit	4120 - Ambulance Service Revenue	4,439.82		127,717.08
Deposit	12/03/2024			Deposit	4120 - Ambulance Service Revenue	2,337.87		129,734.57
Deposit	12/03/2024			Deposit	4120 - Ambulance Service Revenue	1,176.52		130,911.09
Deposit	12/03/2024			Deposit	4120 - Ambulance Service Revenue	21,820.45		152,731.54
Deposit	12/03/2024			Deposit	4120 - Ambulance Service Revenue	400.20		153,131.74
Deposit	12/03/2024			Deposit	4120 - Ambulance Service Revenue	1,350.20		154,481.94
Deposit	12/03/2024			Deposit	4120 - Ambulance Service Revenue	1,958.44		156,440.38
Deposit	12/03/2024			Deposit	4120 - Ambulance Service Revenue	7,315.09		163,755.47
Deposit	12/03/2024			Deposit	4120 - Ambulance Service Revenue	6,947.49		170,702.96
Deposit	12/03/2024			Deposit	4120 - Ambulance Service Revenue	1,356.84		172,059.80
Deposit	12/03/2024			Deposit	4120 - Ambulance Service Revenue	1,164.28		173,224.08
Deposit	12/03/2024			Deposit	4120 - Ambulance Service Revenue	3,703.48		176,927.56
Deposit	12/03/2024			Deposit	4120 - Ambulance Service Revenue	144.41		177,071.97
Deposit	12/03/2024			Deposit	4120 - Ambulance Service Revenue	410.81		177,482.78
Deposit	12/03/2024			Deposit	4120 - Ambulance Service Revenue	4,039.02		181,521.80
Deposit	12/03/2024			Deposit	4120 - Ambulance Service Revenue	1,027.16		182,548.96
Deposit	12/03/2024			Deposit	4120 - Ambulance Service Revenue	673.15		183,222.11

Timber Mesa Fire & Medical District
Monthly Disbursement Report

As of December 31, 2024

Accrual Basis

Type	Date	Num	Name	Memo	Split	Debit	Credit	Balance
Deposit	12/06/2024		Deposit		4120 - Ambulance Service Revenue	566.25		213,204.47
Deposit	12/06/2024		Deposit		4120 - Ambulance Service Revenue	2,174.52		215,378.99
Deposit	12/09/2024		Deposit		4120 - Ambulance Service Revenue	967.12		216,346.11
Deposit	12/09/2024		Deposit		4120 - Ambulance Service Revenue	12.96		216,359.07
Deposit	12/09/2024		Deposit		4120 - Ambulance Service Revenue	4,167.94		220,527.01
Deposit	12/09/2024		Deposit		4120 - Ambulance Service Revenue	2,053.38		222,580.39
Deposit	12/09/2024		Deposit		4120 - Ambulance Service Revenue	7,184.38		229,764.77
Deposit	12/09/2024		Deposit		4120 - Ambulance Service Revenue	131.42		229,896.19
Deposit	12/09/2024		Deposit		4120 - Ambulance Service Revenue	2,021.97		231,918.16
Deposit	12/09/2024		Deposit		4120 - Ambulance Service Revenue	130.88		232,049.04
Deposit	12/10/2024		Deposit		4120 - Ambulance Service Revenue	1,821.01		233,870.05
Deposit	12/10/2024		Deposit		4120 - Ambulance Service Revenue	5,295.29		239,165.34
Deposit	12/10/2024		Deposit		4120 - Ambulance Service Revenue	425.64		239,590.98
Deposit	12/10/2024		Deposit		4120 - Ambulance Service Revenue	173.63		239,764.61
Deposit	12/11/2024		Deposit		4120 - Ambulance Service Revenue	68.94		239,833.55
Deposit	12/11/2024		Deposit		4120 - Ambulance Service Revenue	769.06		240,602.61
Deposit	12/11/2024		Deposit		4120 - Ambulance Service Revenue	135.08		240,737.69
Deposit	12/11/2024		Deposit		4120 - Ambulance Service Revenue	4,227.77		244,965.46
Deposit	12/11/2024		Deposit		4120 - Ambulance Service Revenue	122.55		245,088.01
Deposit	12/11/2024		Deposit		4120 - Ambulance Service Revenue	2,404.96		247,492.97
Deposit	12/11/2024		Deposit		4120 - Ambulance Service Revenue	2,840.14		250,333.11
Deposit	12/11/2024		Deposit		4120 - Ambulance Service Revenue	649.98		250,983.09
Deposit	12/11/2024		Deposit		4120 - Ambulance Service Revenue	12,560.16		263,543.25
Deposit	12/12/2024		Deposit		4120 - Ambulance Service Revenue	129.52		263,672.77
Deposit	12/12/2024		Deposit		4120 - Ambulance Service Revenue	1,102.85		264,775.62
Deposit	12/12/2024		Deposit		4120 - Ambulance Service Revenue	5,816.04		270,591.66
Deposit	12/12/2024		Deposit		4120 - Ambulance Service Revenue	598.98		271,190.64
Deposit	12/12/2024		Deposit		4120 - Ambulance Service Revenue	624.87		271,815.51
Deposit	12/13/2024		Deposit		4120 - Ambulance Service Revenue	3,695.10		275,510.61
Deposit	12/13/2024		Deposit		4120 - Ambulance Service Revenue	1,705.80		277,216.41
Deposit	12/13/2024		Deposit		4120 - Ambulance Service Revenue	1,705.80		278,922.21
Deposit	12/13/2024		Deposit		4120 - Ambulance Service Revenue	9,166.60		288,088.81
Deposit	12/13/2024		Deposit		4120 - Ambulance Service Revenue	45.00		288,133.81
Deposit	12/13/2024		Deposit		4120 - Ambulance Service Revenue	884.61		289,018.42
Deposit	12/13/2024		Deposit		4120 - Ambulance Service Revenue	2,752.86		291,771.28
Deposit	12/13/2024		Deposit		4120 - Ambulance Service Revenue	715.46		292,486.74
Deposit	12/16/2024		Deposit		4120 - Ambulance Service Revenue	678.44		293,165.18
Deposit	12/16/2024		Deposit		4120 - Ambulance Service Revenue	5,085.66		298,250.84
Deposit	12/16/2024		Deposit		4120 - Ambulance Service Revenue	1,099.29		300,322.30
Deposit	12/16/2024		Deposit		4120 - Ambulance Service Revenue	27,917.68		301,421.59
Deposit	12/16/2024		Deposit		4120 - Ambulance Service Revenue	1,653.89		329,339.27
Deposit	12/16/2024		Deposit		4120 - Ambulance Service Revenue	1,653.89		330,993.16
Deposit	12/16/2024		Deposit		4120 - Ambulance Service Revenue	2,569.11		333,562.27
Deposit	12/16/2024		Deposit		4120 - Ambulance Service Revenue	641.41		334,203.68
Funds Transfer	12/16/2024		Funds Transfer		1030 - National Bank Payroll Fund		233,000.00	334,203.68
Deposit	12/16/2024		Deposit		4120 - Ambulance Service Revenue	404.38		334,608.06
Deposit	12/17/2024		Deposit		4120 - Ambulance Service Revenue	1,538.12		336,146.18
Deposit	12/17/2024		Deposit		4120 - Ambulance Service Revenue	3,372.82		339,519.00
Deposit	12/17/2024		Deposit		4120 - Ambulance Service Revenue	3,487.97		343,006.97
Deposit	12/17/2024		Deposit		4120 - Ambulance Service Revenue	408.20		343,415.17
Deposit	12/17/2024		Deposit		4120 - Ambulance Service Revenue	368.09		343,783.26
Deposit	12/18/2024		Deposit		4120 - Ambulance Service Revenue	3,698.77		347,482.03
Deposit	12/18/2024		Deposit		4120 - Ambulance Service Revenue	1,128.66		348,610.69
Deposit	12/18/2024		Deposit		4120 - Ambulance Service Revenue	1,575.00		350,185.69
Deposit	12/18/2024		Deposit		4120 - Ambulance Service Revenue	123.31		350,309.00
Deposit	12/18/2024		Deposit		4120 - Ambulance Service Revenue	557.60		350,866.60
Deposit	12/19/2024		Deposit		4120 - Ambulance Service Revenue	1,836.52		352,703.12
Deposit	12/19/2024		Deposit		4120 - Ambulance Service Revenue	1,716.01		354,419.13
Deposit	12/19/2024		Deposit		4120 - Ambulance Service Revenue	169.71		354,588.84
Deposit	12/19/2024		Deposit		4120 - Ambulance Service Revenue	14,676.52		369,265.36
Deposit	12/19/2024		Deposit		4120 - Ambulance Service Revenue	2,709.46		371,974.82
Deposit	12/19/2024		Deposit		4120 - Ambulance Service Revenue	469.61		372,444.43
Deposit	12/19/2024		Deposit		4120 - Ambulance Service Revenue	548.74		373,000.17
Deposit	12/19/2024		Deposit		4120 - Ambulance Service Revenue	1,165.00		374,165.17
Deposit	12/19/2024		Deposit		4120 - Ambulance Service Revenue	4,075.49		378,240.66
Deposit	12/20/2024		Deposit		4120 - Ambulance Service Revenue	1,880.63		380,121.29
Deposit	12/20/2024		Deposit		4120 - Ambulance Service Revenue	143.86		380,265.15
Deposit	12/20/2024		Deposit		4120 - Ambulance Service Revenue	753.94		381,019.09
Deposit	12/20/2024		Deposit		4120 - Ambulance Service Revenue	447.35		381,466.44
Deposit	12/20/2024		Deposit		4120 - Ambulance Service Revenue	920.22		382,386.66
Deposit	12/20/2024		Deposit		4120 - Ambulance Service Revenue	3,494.10		385,880.76
Deposit	12/20/2024		Deposit		4120 - Ambulance Service Revenue	2,072.60		387,953.36
Deposit	12/20/2024		Deposit		4120 - Ambulance Service Revenue	10,966.34		398,919.70
Deposit	12/20/2024		Deposit		4120 - Ambulance Service Revenue	1,756.83		400,676.53
Deposit	12/20/2024		Deposit		4120 - Ambulance Service Revenue	1,141.46		401,818.00
Deposit	12/20/2024		Deposit		4120 - Ambulance Service Revenue	2,035.85		403,853.85
Check	12/21/2024		Check		7081 - Bank Service Charges		76.73	403,777.12
Deposit	12/23/2024		Deposit		4120 - Ambulance Service Revenue	139.53		403,916.65

Unaudited - For Management Purposes Only

Timber Mesa Fire & Medical District
Monthly Disbursement Report

As of December 31, 2024

Accrual Basis

Type	Date	Num	Name	Memo	Split	Debit	Credit	Balance
Deposit	12/23/2024		Deposit		4120 - Ambulance Service Revenue	2,574.56		172,114.59
Deposit	12/23/2024		Deposit		4120 - Ambulance Service Revenue	3,946.12		176,060.71
Deposit	12/23/2024		Deposit		4120 - Ambulance Service Revenue	986.44		177,047.15
Deposit	12/23/2024		Deposit		4120 - Ambulance Service Revenue	1,219.16		178,266.31
Deposit	12/23/2024		Deposit		4120 - Ambulance Service Revenue	131.69		178,398.00
Deposit	12/23/2024		Deposit		4120 - Ambulance Service Revenue	131.15		178,529.15
Deposit	12/24/2024		Deposit		4120 - Ambulance Service Revenue	1,791.44		180,320.59
Deposit	12/24/2024		Deposit		4120 - Ambulance Service Revenue	467.66		180,807.95
Deposit	12/24/2024		Deposit		4120 - Ambulance Service Revenue	181,913.22		181,913.22
Deposit	12/26/2024		Deposit		4120 - Ambulance Service Revenue	1,191.52		183,104.74
Deposit	12/26/2024		Deposit		4120 - Ambulance Service Revenue	4,906.18		188,010.92
Deposit	12/26/2024		Deposit		4120 - Ambulance Service Revenue	6,880.48		194,891.40
Deposit	12/26/2024		Deposit		4120 - Ambulance Service Revenue	422.89		195,314.29
Deposit	12/26/2024		Deposit		4120 - Ambulance Service Revenue	1,701.40		197,015.69
Deposit	12/26/2024		Deposit		4120 - Ambulance Service Revenue	2,801.54		199,817.23
Deposit	12/26/2024		Deposit		4120 - Ambulance Service Revenue	471.64		200,288.87
Deposit	12/26/2024		Deposit		4120 - Ambulance Service Revenue	1,643.81		201,932.68
Deposit	12/26/2024		Deposit		4120 - Ambulance Service Revenue	4,839.93		206,772.61
Deposit	12/26/2024		Deposit		4120 - Ambulance Service Revenue	4,346.71		211,119.32
Deposit	12/27/2024		Deposit		4120 - Ambulance Service Revenue	2,430.97		213,550.29
Deposit	12/27/2024		Deposit		4120 - Ambulance Service Revenue	302.52		213,852.81
Deposit	12/27/2024		Deposit		4120 - Ambulance Service Revenue	674.85		214,527.66
Deposit	12/27/2024		Deposit		4120 - Ambulance Service Revenue	728.29		215,255.95
Deposit	12/27/2024		Deposit		4120 - Ambulance Service Revenue	1,295.51		216,551.46
Deposit	12/27/2024		Deposit		4120 - Ambulance Service Revenue	569.27		217,120.73
Deposit	12/27/2024		Deposit		4120 - Ambulance Service Revenue	326.04		217,446.77
Deposit	12/27/2024		Deposit		4120 - Ambulance Service Revenue	70.70		217,517.47
Deposit	12/27/2024		Deposit		4120 - Ambulance Service Revenue	8,673.02		226,190.49
Deposit	12/27/2024		Deposit		4120 - Ambulance Service Revenue	1,988.67		228,179.16
Deposit	12/27/2024		Deposit		4120 - Ambulance Service Revenue	19,470.35		247,649.51
Deposit	12/27/2024		Deposit		4120 - Ambulance Service Revenue	1,254.34		248,903.85
Deposit	12/27/2024		Deposit		4120 - Ambulance Service Revenue	4,607.46		253,511.31
Deposit	12/27/2024		Deposit		4120 - Ambulance Service Revenue	4,118.03		257,629.34
Deposit	12/27/2024		Deposit		4120 - Ambulance Service Revenue	2,005.89		259,635.23
Deposit	12/27/2024		Deposit		4120 - Ambulance Service Revenue	2,328.25		261,963.48
Deposit	12/27/2024		Deposit		4120 - Ambulance Service Revenue	13,359.53		275,323.01
Deposit	12/27/2024		Deposit		4120 - Ambulance Service Revenue	2,306.79		277,629.80
Funds Transfer	12/31/2024				1030 - National Bank Payroll Fund	1,344.75	155,473.28	116,519.32
Deposit	12/31/2024				4120 - Ambulance Service Revenue	4,595.19		117,864.57
Deposit	12/31/2024				4120 - Ambulance Service Revenue	439,114.75	565,833.40	122,460.06
1072 - Bill.com Money Out Clearing	12/04/2024		Bill.com	Griffin's Propane Inc	2000 - Accounts Payable		150.00	-393.00
Bill Pmt-Check	12/04/2024		Bill.com	High Country Signs	2000 - Accounts Payable		150.00	-543.00
Bill Pmt-Check	12/04/2024		Bill.com	Unsource Energy - 2603050000	2000 - Accounts Payable		397.52	-940.52
Bill Pmt-Check	12/04/2024		Bill.com	KALSCO	2000 - Accounts Payable		76.18	-1,016.70
Bill Pmt-Check	12/04/2024		Bill.com	Kemp's	2000 - Accounts Payable		2,287.55	-1,424.25
Bill Pmt-Check	12/04/2024		Bill.com	Empire Machinery	2000 - Accounts Payable		55.29	-1,479.54
Bill Pmt-Check	12/04/2024		Bill.com	Lawson Products Inc	2000 - Accounts Payable		119.78	-1,599.32
Bill Pmt-Check	12/04/2024		Bill.com	United Fire Equipment	2000 - Accounts Payable		28,001.12	-1,627.44
Bill Pmt-Check	12/04/2024		Bill.com	Cellular One	2000 - Accounts Payable		56.92	-1,684.36
Bill Pmt-Check	12/04/2024		Bill.com	White Mountain Communications	2000 - Accounts Payable		689.32	-1,753.68
Bill Pmt-Check	12/04/2024		Bill.com	Mr. Taber Heisler - Per Diem	2000 - Accounts Payable		71.47	-1,825.15
Bill Pmt-Check	12/04/2024		Bill.com	Navopache Electric Coop - 6196201	2000 - Accounts Payable		300.32	-1,925.47
Bill Pmt-Check	12/04/2024		Bill.com	United Fire Equipment	2000 - Accounts Payable		53.68	-1,979.15
Bill Pmt-Check	12/04/2024		Bill.com	Mr. JD Pepper - Per Diem	2000 - Accounts Payable		414.50	-2,393.65
Bill Pmt-Check	12/04/2024		Bill.com	High Country Awards Brian Parrack	2000 - Accounts Payable		192.00	-2,585.65
Bill Pmt-Check	12/04/2024		Bill.com	Owens Energy	2000 - Accounts Payable		54.10	-2,639.75
Bill Pmt-Check	12/04/2024		Bill.com	Navopache Electric Coop - 7003601	2000 - Accounts Payable		474.68	-3,114.43
Bill Pmt-Check	12/04/2024		Bill.com	Owens Energy	2000 - Accounts Payable		65.79	-3,180.22
Bill Pmt-Check	12/04/2024		Bill.com	Griffin's Propane Inc	2000 - Accounts Payable		71.47	-3,251.69
Bill Pmt-Check	12/04/2024		Bill.com	Mitchell1	2000 - Accounts Payable		192.00	-3,443.69
Bill Pmt-Check	12/04/2024		Bill.com	Navopache Electric Coop - 6568002	2000 - Accounts Payable		300.32	-3,744.01
Bill Pmt-Check	12/04/2024		Bill.com	Owens Energy	2000 - Accounts Payable		53.68	-3,797.69
Bill Pmt-Check	12/04/2024		Bill.com	Velocity Fire Equipment Sales	2000 - Accounts Payable		414.50	-4,212.19
Bill Pmt-Check	12/04/2024		Bill.com	High Country Signs	2000 - Accounts Payable		54.10	-4,266.29
Bill Pmt-Check	12/04/2024		Bill.com	Travis Neville	2000 - Accounts Payable		67.45	-4,333.74
Bill Pmt-Check	12/04/2024		Bill.com	APS - 5156330000	2000 - Accounts Payable		540.00	-4,873.74
General Journal	12/04/2024			2022-053	2000 - Accounts Payable	1,590.87		-6,464.61
General Journal	12/04/2024			2022-056	2000 - Accounts Payable		24.85	-6,489.46
Bill Pmt-Check	12/06/2024		Bill.com	SENTRY WELDING SUPPLY LLC	2000 - Accounts Payable	1,169.61		-7,659.07
General Journal	12/09/2024			2022-054	2000 - Accounts Payable	149.08		-7,808.15
Bill Pmt-Check	12/09/2024		Bill.com	White Mountain Firefighters Association	2000 - Accounts Payable	2,430.06		-10,238.21
Bill Pmt-Check	12/09/2024		Bill.com	American Family Life Assurance Co of Col	2000 - Accounts Payable	8,958.20		-19,196.41
Bill Pmt-Check	12/09/2024		Bill.com	UWIFF PAC	2000 - Accounts Payable	244.50		-19,440.91
Bill Pmt-Check	12/09/2024		Bill.com	Benefit Intelligence Inc.	2000 - Accounts Payable	648.00		-20,088.91
Bill Pmt-Check	12/09/2024		Bill.com	Mr. Darren Cluff	2000 - Accounts Payable	1,474.94		-21,563.85
Bill Pmt-Check	12/09/2024		Bill.com	Benefit Intelligence Inc.	2000 - Accounts Payable	2,877.12		-24,440.97

Unaudited - For Management Purposes Only

Timber Mesa Fire & Medical District
Monthly Disbursement Report

As of December 31, 2024

Accrual Basis

Type	Date	Num	Name	Memo	Split	Debit	Credit	Balance
Bill Pmt-Check	12/09/2024	Bill.com	Timber Mesa Fire Honor Guard	https://app01.usa.bill.com/BillPay?id=bp01HSUEDC2Wt9Jlp	2000 - Accounts Payable		288.50	-17,324.32
Bill Pmt-Check	12/11/2024	2022-065	Sparklight - 116120452	BILL 12/09/24 Payables Funding	1030 - National Bank Payroll Fund	16,831.32		-383.00
Bill Pmt-Check	12/11/2024	Bill.com	James Vincent Group Accounting & Tax	https://app01.usa.bill.com/BillPay?id=bp01JFYWQWIGc8yix	2000 - Accounts Payable		248.38	-641.38
Bill Pmt-Check	12/11/2024	Bill.com	Trusted Tech Team	https://app01.usa.bill.com/BillPay?id=bp01LQFNWELJc8ypl	2000 - Accounts Payable		9,250.00	-9,891.38
Bill Pmt-Check	12/13/2024	Bill.com	Ascend	https://app01.usa.bill.com/BillPay?id=bp01HMKWKGKJc8yyn	2000 - Accounts Payable		2,917.15	-12,808.53
Bill Pmt-Check	12/13/2024	Bill.com	Perfect Printz	https://app01.usa.bill.com/BillPay?id=bp01ZUSPDKTGc8yrm	2000 - Accounts Payable		216.29	-13,024.82
Bill Pmt-Check	12/13/2024	Bill.com	ALSCO	https://app01.usa.bill.com/BillPay?id=bp01RJRLXJMSc8z72	2000 - Accounts Payable		237.58	-13,262.40
Bill Pmt-Check	12/13/2024	Bill.com	LN Curtis & Sons	https://app01.usa.bill.com/BillPay?id=bp01XKNRCPJMc8zqd	2000 - Accounts Payable		33,776.14	-46,038.54
Bill Pmt-Check	12/13/2024	Bill.com	Sunstate Technology Group	https://app01.usa.bill.com/BillPay?id=bp01UOWMLGELc8z27	2000 - Accounts Payable		4,102.49	-51,141.03
Bill Pmt-Check	12/13/2024	Bill.com	White Mountain Communications	https://app01.usa.bill.com/BillPay?id=bp01VUWGLWJc8s227	2000 - Accounts Payable		682.57	-51,823.60
Bill Pmt-Check	12/13/2024	Bill.com	Arizona Fire Chiefs Association	https://app01.usa.bill.com/BillPay?id=bp01TVGQISGPKc8s24	2000 - Accounts Payable		500.00	-52,323.60
Bill Pmt-Check	12/13/2024	Bill.com	ALSCO	https://app01.usa.bill.com/BillPay?id=bp01YHEWIOHWWUc8s24	2000 - Accounts Payable		182.94	-52,506.54
Bill Pmt-Check	12/13/2024	Bill.com	Owens Energy	https://app01.usa.bill.com/BillPay?id=bp01MEPOAWZWTc8s24	2000 - Accounts Payable		63.00	-52,569.54
Bill Pmt-Check	12/13/2024	Bill.com	Wageworks Inc.	https://app01.usa.bill.com/BillPay?id=bp01RSUKJLJUSJc8s01r	2000 - Accounts Payable		2,430.06	-55,000.00
Bill Pmt-Check	12/13/2024	Bill.com	State of California Firefighters Association	https://app01.usa.bill.com/BillPay?id=bp01HSYXSWGFWc8s24	2000 - Accounts Payable		7,712.55	-62,712.55
Bill Pmt-Check	12/13/2024	Bill.com	Statue Companies, Inc	https://app01.usa.bill.com/BillPay?id=bp01HJGKCCJc8s24	2000 - Accounts Payable		33.96	-62,746.51
Bill Pmt-Check	12/13/2024	Bill.com	Joshua Livemore	https://app01.usa.bill.com/BillPay?id=bp01TZLQNEFRJc8s24	2000 - Accounts Payable		1,217.58	-63,964.09
Bill Pmt-Check	12/13/2024	Bill.com	Kimball Midwest	https://app01.usa.bill.com/BillPay?id=bp01YQXJQJXJc8s24	2000 - Accounts Payable		713.55	-64,677.64
Bill Pmt-Check	12/13/2024	Bill.com	Waste Management	https://app01.usa.bill.com/BillPay?id=bp01KNGJXJQJXJc8s24	2000 - Accounts Payable		2,750.08	-67,427.72
Bill Pmt-Check	12/13/2024	Bill.com	Medical Air Services Association	https://app01.usa.bill.com/BillPay?id=bp01OFITFORPNCs8s08m	2000 - Accounts Payable		6,625.00	-74,052.72
Bill Pmt-Check	12/13/2024	Bill.com	AT&T Mobility	https://app01.usa.bill.com/BillPay?id=bp01VUWGLWJc8s227	2000 - Accounts Payable		3,681.00	-77,733.72
Bill Pmt-Check	12/13/2024	Bill.com	BeschFleischman PC*	https://app01.usa.bill.com/BillPay?id=bp01VUWGLWJc8s227	2000 - Accounts Payable		435.72	-78,169.44
Bill Pmt-Check	12/13/2024	Bill.com	Sunstate Technology Group	https://app01.usa.bill.com/BillPay?id=bp01VUWGLWJc8s227	2000 - Accounts Payable		1,326.35	-79,495.79
Bill Pmt-Check	12/13/2024	Bill.com	Waste Management	https://app01.usa.bill.com/BillPay?id=bp01VUWGLWJc8s227	2000 - Accounts Payable		1,000.00	-80,495.79
Bill Pmt-Check	12/13/2024	Bill.com	Sparklight - 116224402	https://app01.usa.bill.com/BillPay?id=bp01DDHJPEJc8s29s	2000 - Accounts Payable		1,044.86	-81,540.65
Bill Pmt-Check	12/13/2024	Bill.com	Human Resource Strategies	https://app01.usa.bill.com/BillPay?id=bp01VUWGLWJc8s227	2000 - Accounts Payable		288.30	-81,828.95
Bill Pmt-Check	12/13/2024	Bill.com	Waste Management	https://app01.usa.bill.com/BillPay?id=bp01VUWGLWJc8s227	2000 - Accounts Payable		521.78	-82,350.73
Bill Pmt-Check	12/13/2024	Bill.com	Owens Energy	https://app01.usa.bill.com/BillPay?id=bp01VUWGLWJc8s227	2000 - Accounts Payable		608.54	-82,959.27
Bill Pmt-Check	12/13/2024	Bill.com	Navopache Electric Corp - 1040706	https://app01.usa.bill.com/BillPay?id=bp01VUWGLWJc8s227	2000 - Accounts Payable		83,259.97	-83,504.47
Bill Pmt-Check	12/13/2024	Bill.com	UWFF PAC	https://app01.usa.bill.com/BillPay?id=bp01VUWGLWJc8s227	2000 - Accounts Payable		244.50	-83,748.97
Bill Pmt-Check	12/13/2024	Bill.com	Timber Mesa Fire Honor Guard	https://app01.usa.bill.com/BillPay?id=bp01VUWGLWJc8s227	2000 - Accounts Payable		314.37	-84,063.34
Bill Pmt-Check	12/13/2024	Bill.com	Unisource Energy - 827430000	https://app01.usa.bill.com/BillPay?id=bp01VUWGLWJc8s227	2000 - Accounts Payable		45.84	-84,109.18
Bill Pmt-Check	12/13/2024	Bill.com	Verizon Wireless	https://app01.usa.bill.com/BillPay?id=bp01VUWGLWJc8s227	2000 - Accounts Payable		50.87	-84,160.05
Bill Pmt-Check	12/13/2024	Bill.com	Owens Energy	https://app01.usa.bill.com/BillPay?id=bp01VUWGLWJc8s227	2000 - Accounts Payable		53.22	-84,213.27
Bill Pmt-Check	12/13/2024	Bill.com	Navopache Electric Corp - 3657706	https://app01.usa.bill.com/BillPay?id=bp01VUWGLWJc8s227	2000 - Accounts Payable		301.47	-84,514.74
Bill Pmt-Check	12/13/2024	Bill.com	Owens Energy	https://app01.usa.bill.com/BillPay?id=bp01VUWGLWJc8s227	2000 - Accounts Payable		332.19	-84,846.93
Bill Pmt-Check	12/13/2024	Bill.com	Waste Management	https://app01.usa.bill.com/BillPay?id=bp01VUWGLWJc8s227	2000 - Accounts Payable		180.70	-85,027.12
Bill Pmt-Check	12/13/2024	Bill.com	Waste Management	https://app01.usa.bill.com/BillPay?id=bp01VUWGLWJc8s227	2000 - Accounts Payable		688.70	-85,715.82
Bill Pmt-Check	12/13/2024	Bill.com	Waste Management	https://app01.usa.bill.com/BillPay?id=bp01VUWGLWJc8s227	2000 - Accounts Payable		284.86	-85,999.68
General Journal	12/13/2024	2022-057		BILL 12/13/24 Payables Funding	1030 - National Bank Payroll Fund	77,134.41		-8,865.27
General Journal	12/13/2024	2022-058		BILL 12/13/24 Payables Funding	1030 - National Bank Payroll Fund	7,963.97		-16,829.24
Bill Pmt-Check	12/17/2024	Bill.com	Eagle Engraving	https://app01.usa.bill.com/BillPay?id=bp01XPBIAHQJc8s7r	2000 - Accounts Payable		1,243.40	-18,072.64
Bill Pmt-Check	12/17/2024	Bill.com	SENTRY WELDING SUPPLY LLC	https://app01.usa.bill.com/BillPay?id=bp01ZMPLGHLHYc8s7r	2000 - Accounts Payable		149.08	-18,221.72
Bill Pmt-Check	12/17/2024	Bill.com	Owens Energy	https://app01.usa.bill.com/BillPay?id=bp01ZMPLGHLHYc8s7r	2000 - Accounts Payable		655.33	-18,877.05
Bill Pmt-Check	12/17/2024	Bill.com	City of Show Low - 71581.01	https://app01.usa.bill.com/BillPay?id=bp01SEKSHNTHC8s7r	2000 - Accounts Payable		93.05	-18,970.10
Bill Pmt-Check	12/17/2024	Bill.com	SENTRY WELDING SUPPLY LLC	https://app01.usa.bill.com/BillPay?id=bp01ZMPLGHLHYc8s7r	2000 - Accounts Payable		1,125.32	-20,095.42
Bill Pmt-Check	12/17/2024	Bill.com	Napa Auto Parts	https://app01.usa.bill.com/BillPay?id=bp01ZMPLGHLHYc8s7r	2000 - Accounts Payable		128.59	-20,224.01
Bill Pmt-Check	12/17/2024	Bill.com	APS - 0851460000	https://app01.usa.bill.com/BillPay?id=bp01ZMPLGHLHYc8s7r	2000 - Accounts Payable		470.20	-20,694.21
Bill Pmt-Check	12/17/2024	Bill.com	Mr. Nolan Crandell - Per Diem	https://app01.usa.bill.com/BillPay?id=bp01ZMPLGHLHYc8s7r	2000 - Accounts Payable		424.50	-21,118.71
Bill Pmt-Check	12/17/2024	Bill.com	United Fire Equipment	https://app01.usa.bill.com/BillPay?id=bp01ZMPLGHLHYc8s7r	2000 - Accounts Payable		45.84	-21,164.55
Bill Pmt-Check	12/17/2024	Bill.com	City of Show Low - 5342.01	https://app01.usa.bill.com/BillPay?id=bp01ZMPLGHLHYc8s7r	2000 - Accounts Payable		359.10	-21,523.65
Bill Pmt-Check	12/17/2024	Bill.com	Parts Mart Automotive Warehouse	https://app01.usa.bill.com/BillPay?id=bp01ZMPLGHLHYc8s7r	2000 - Accounts Payable		24,641.28	-46,164.93
Bill Pmt-Check	12/17/2024	Bill.com	City of Show Low - 206137.00	https://app01.usa.bill.com/BillPay?id=bp01ZMPLGHLHYc8s7r	2000 - Accounts Payable		107.37	-46,272.30
Bill Pmt-Check	12/17/2024	Bill.com	Sanderson Ford	https://app01.usa.bill.com/BillPay?id=bp01ZMPLGHLHYc8s7r	2000 - Accounts Payable		750.80	-47,023.10
Bill Pmt-Check	12/17/2024	Bill.com	Unisource Energy - 8215300000	https://app01.usa.bill.com/BillPay?id=bp01ZMPLGHLHYc8s7r	2000 - Accounts Payable		27.39	-47,050.49
Bill Pmt-Check	12/17/2024	Bill.com	Owens Energy - 3156160000	https://app01.usa.bill.com/BillPay?id=bp01ZMPLGHLHYc8s7r	2000 - Accounts Payable		604.86	-47,655.35
Bill Pmt-Check	12/17/2024	Bill.com	Arizona Water Company - 081-07-10505-01	https://app01.usa.bill.com/BillPay?id=bp01ZMPLGHLHYc8s7r	2000 - Accounts Payable		235.63	-47,891.21
Bill Pmt-Check	12/17/2024	Bill.com	Arizona Water Company - 081-07-10505-01	https://app01.usa.bill.com/BillPay?id=bp01ZMPLGHLHYc8s7r	2000 - Accounts Payable		26.09	-47,917.30
Bill Pmt-Check	12/17/2024	Bill.com	United Fire Equipment	https://app01.usa.bill.com/BillPay?id=bp01ZMPLGHLHYc8s7r	2000 - Accounts Payable		119.38	-48,036.68
General Journal	12/17/2024	2022-059		BILL 12/17/24 Payables Funding	1030 - National Bank Payroll Fund	48,085.25		-48,124.73
General Journal	12/17/2024	2022-060		BILL 12/17/24 Payables Funding	1030 - National Bank Payroll Fund	1,243.40		-49,368.13
Bill Pmt-Check	12/19/2024	Bill.com	State 48 Uplifting	https://app01.usa.bill.com/BillPay?id=bp01YKQZSKTETc8s1lu	2000 - Accounts Payable		12,904.04	-62,272.17
Bill Pmt-Check	12/19/2024	Bill.com	Snap-On Tools	https://app01.usa.bill.com/BillPay?id=bp01YKQZSKTETc8s1lu	2000 - Accounts Payable		139.33	-62,411.50
Bill Pmt-Check	12/20/2024	Bill.com	HeadFit for Duty	https://app01.usa.bill.com/BillPay?id=bp01YKQZSKTETc8s1lu	2000 - Accounts Payable		630.46	-63,041.96
Bill Pmt-Check	12/20/2024	Bill.com	Boyle Pecherich Cline Whittington Staling	https://app01.usa.bill.com/BillPay?id=bp01YKQZSKTETc8s1lu	2000 - Accounts Payable		5,622.89	-68,664.85
Bill Pmt-Check	12/20/2024	Bill.com	Life-Assist, Inc.	https://app01.usa.bill.com/BillPay?id=bp01YKQZSKTETc8s1lu	2000 - Accounts Payable		44,507.51	-113,172.36
Bill Pmt-Check	12/20/2024	Bill.com	Navajo County Finance Department	https://app01.usa.bill.com/BillPay?id=bp01YKQZSKTETc8s1lu	2000 - Accounts Payable		20,626.60	-133,798.96
Bill Pmt-Check	12/20/2024	Bill.com	SENTRY WELDING SUPPLY LLC	https://app01.usa.bill.com/BillPay?id=bp01YKQZSKTETc8s1lu	2000 - Accounts Payable		116.00	-133,914.96
Bill Pmt-Check	12/20/2024	Bill.com	Andrew Brown - Per Diem	https://app01.usa.bill.com/BillPay?id=bp01YKQZSKTETc8s1lu	2000 - Accounts Payable		186.56	-134,101.52
Bill Pmt-Check	12/20/2024	Bill.com	Jake Sample - Per Diem	https://app01.usa.bill.com/BillPay?id=bp01YKQZSKTETc8s1lu	2000 - Accounts Payable			-134,101.52

Timber Mesa Fire & Medical District
Monthly Disbursement Report

As of December 31, 2024

Accrual Basis

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Bill Pmt-Check	12/20/2024	Bill.com	Ms. Bryanne McNeil - Per Diem	https://app01.us.bill.com/BillPay/ide-bp01PSRUVCYNTdtvmx		116.00	-72,304.02
Bill Pmt-Check	12/20/2024	Bill.com	Jonathan Peters PerDiem	https://app01.us.bill.com/BillPay/ide-bp01BNYSDTDPDvcs1		228.00	-72,532.02
Bill Pmt-Check	12/20/2024	Bill.com	Owens Energy	https://app01.us.bill.com/BillPay/ide-bp01YUNGKGGKWDvcs1		401.68	-72,933.70
Bill Pmt-Check	12/20/2024	Bill.com	Kelley Law Group	https://app01.us.bill.com/BillPay/ide-bp01LBPFECCVcttyh		302.50	-73,236.20
Bill Pmt-Check	12/20/2024	Bill.com	James Morn - Per Diem	https://app01.us.bill.com/BillPay/ide-bp01INZJUMBNctviah		116.00	-73,352.20
Bill Pmt-Check	12/20/2024	Bill.com	Clifford Maxwell-Per Diem	https://app01.us.bill.com/BillPay/ide-bp01MQXBSUUAtrctviah		116.00	-73,468.20
Bill Pmt-Check	12/20/2024	Bill.com	Mr. Bebe Crook - Per Diem	https://app01.us.bill.com/BillPay/ide-bp01BDZOLPOTdtvld		116.00	-73,584.20
Bill Pmt-Check	12/20/2024	Bill.com	Insurance Medical Billing	https://app01.us.bill.com/BillPay/ide-bp01ELFZFHUAtrctviah		17,603.87	-91,188.07
Bill Pmt-Check	12/20/2024	Bill.com	Lifesaver Medical	https://app01.us.bill.com/BillPay/ide-bp01MFFTEHQJZctv1k3		684.16	-91,872.23
Bill Pmt-Check	12/20/2024	Bill.com	City of Show Low - 7466.02	https://app01.us.bill.com/BillPay/ide-bp01MCKKZCQKzcsa		106.44	-91,978.67
Bill Pmt-Check	12/20/2024	Bill.com	Zoll	https://app01.us.bill.com/BillPay/ide-bp01YSLTADvcs4w616		28,734.00	-120,712.67
General Journal	12/20/2024	2022-061		BILL 12/20/24 Payables Funding			-28,635.12
General Journal	12/20/2024	2022-062		BILL 12/20/24 Payables Funding			-301.12
General Journal	12/20/2024	2022-063		BILL 12/20/24 Payables Funding			-524.97
General Journal	12/24/2024	2022-067	High County Awards Brian Parrack	BILL 12/24/24 Payables Funding			-393.00
Bill Pmt-Check	12/26/2024	Bill.com	Loves Credit Card	https://app01.us.bill.com/BillPay/ide-bp01BNROKENVctq22		5,351.43	-5,774.43
Bill Pmt-Check	12/26/2024	Bill.com	Griffin's Propane Inc	https://app01.us.bill.com/BillPay/ide-bp01RYLEYSOTYctnq1		210.86	-5,985.29
Bill Pmt-Check	12/26/2024	Bill.com	Ascend	https://app01.us.bill.com/BillPay/ide-bp01CMOBWQYctnq28		216.29	-6,201.58
Bill Pmt-Check	12/26/2024	Bill.com	Whitely Auto Parts	https://app01.us.bill.com/BillPay/ide-bp01LCPVQVCONctnq8		444.02	-6,645.60
Bill Pmt-Check	12/26/2024	Bill.com	Go To Glass	https://app01.us.bill.com/BillPay/ide-bp01ZPFRCTXctnqch		1,500.00	-8,145.60
Bill Pmt-Check	12/26/2024	Bill.com	Owens Energy	https://app01.us.bill.com/BillPay/ide-bp01TSCVYJctnq2		253.02	-8,398.62
Bill Pmt-Check	12/26/2024	Bill.com	Waste Management	https://app01.us.bill.com/BillPay/ide-bp01OMAVTJUHctnq9		282.82	-8,681.44
Bill Pmt-Check	12/26/2024	Bill.com	South Coast Industrial Door, Inc	https://app01.us.bill.com/BillPay/ide-bp01CRTZBUSXctnq9		466.02	-9,147.46
Bill Pmt-Check	12/26/2024	Bill.com	Owens Energy	https://app01.us.bill.com/BillPay/ide-bp01UNBKFZFCctnq10		3,208.00	-13,047.46
Bill Pmt-Check	12/26/2024	Bill.com	High County Awards Brian Parrack	https://app01.us.bill.com/BillPay/ide-bp01XVFNAAQUVctnq4b		3,208.00	-13,047.46
Bill Pmt-Check	12/26/2024	Bill.com	A-1 Glass Mirror	https://app01.us.bill.com/BillPay/ide-bp01YUUREAAHctnqvk		212.86	-13,709.32
Bill Pmt-Check	12/26/2024	Bill.com	Perkins Cinders Inc.	https://app01.us.bill.com/BillPay/ide-bp01YUUREAAHctnqvk		780.00	-14,733.91
Bill Pmt-Check	12/26/2024	Bill.com	Griffin's Propane Inc	https://app01.us.bill.com/BillPay/ide-bp01HWWGCLNHctnqem		304.28	-15,038.19
Bill Pmt-Check	12/26/2024	Bill.com	APS - 7951000000	https://app01.us.bill.com/BillPay/ide-bp01OEJHGXJYctnq3		1,619.08	-16,657.27
Bill Pmt-Check	12/26/2024	Bill.com	Arizona PIPE Recon, Inc.	https://app01.us.bill.com/BillPay/ide-bp01ERFQPNHctnq1		177.00	-16,834.27
Bill Pmt-Check	12/26/2024	Bill.com	Owens Energy	https://app01.us.bill.com/BillPay/ide-bp01DCMZQVFWctnqew		180.08	-17,014.35
Bill Pmt-Check	12/26/2024	Bill.com	Voyager at White Mountain Lakes	https://app01.us.bill.com/BillPay/ide-bp01QVQVFNctnqch		54.17	-17,068.52
Bill Pmt-Check	12/26/2024	Bill.com	White Mountain Communications	https://app01.us.bill.com/BillPay/ide-bp01JELZDVRNctnqch		419.88	-17,488.40
Bill Pmt-Check	12/26/2024	Bill.com	South Coast Industrial Door, Inc	https://app01.us.bill.com/BillPay/ide-bp01UOCCZJNOKctnq1b		1,060.00	-18,548.40
General Journal	12/26/2024	2022-064	ALSCO	https://app01.us.bill.com/BillPay/ide-bp01TXKWPWTRctnq1p		76.19	-19,424.59
General Journal	12/30/2024	2022-059	Parts Mart Automotive Warehouse	BILL 12/26/24 Payables Funding			-644.99
Bill Pmt-Check	12/31/2024	Bill.com	Show Low Ford	https://app01.us.bill.com/BillPay/ide-bp01ZSPTRCXJctv1al		251.99	-393.00
Bill Pmt-Check	12/31/2024	Bill.com	Mr. Dustin Barth - Per Diem	BILL 12/30/24 Payables Funding			-474.81
Bill Pmt-Check	12/31/2024	Bill.com	Unger Mountain DWD	https://app01.us.bill.com/BillPay/ide-bp01COKEFNZKctv2xy		81.61	-556.42
Bill Pmt-Check	12/31/2024	Bill.com	Unger Mountain DWD	https://app01.us.bill.com/BillPay/ide-bp01ZDSOPMKAJctv2ps		138.00	-694.42
Bill Pmt-Check	12/31/2024	Bill.com	Unger Mountain DWD	https://app01.us.bill.com/BillPay/ide-bp01DRICCPZPMJctv2xk		31.94	-726.36
Bill Pmt-Check	12/31/2024	Bill.com	Unger Mountain DWD	https://app01.us.bill.com/BillPay/ide-bp01UGZJZCKUKJctv2s4		358.10	-1,084.46
Bill Pmt-Check	12/31/2024	Bill.com	Unger Mountain DWD	https://app01.us.bill.com/BillPay/ide-bp01UJZNPVYSJctv273		317.50	-1,401.96
Bill Pmt-Check	12/31/2024	Bill.com	Unger Mountain DWD	https://app01.us.bill.com/BillPay/ide-bp01TBMJPAJURctv273		277.50	-1,679.46
Bill Pmt-Check	12/31/2024	Bill.com	Unger Mountain DWD	https://app01.us.bill.com/BillPay/ide-bp01TSSBDAPZKJctv28a		138.00	-1,817.46
Bill Pmt-Check	12/31/2024	Bill.com	Unger Mountain DWD	https://app01.us.bill.com/BillPay/ide-bp01TVJGBCBTHctv2m1		240.15	-2,057.61
Bill Pmt-Check	12/31/2024	Bill.com	Unger Mountain DWD	https://app01.us.bill.com/BillPay/ide-bp01MCSQVTVXctv2hc		206.12	-2,263.73
Bill Pmt-Check	12/31/2024	Bill.com	Unger Mountain DWD	https://app01.us.bill.com/BillPay/ide-bp01QDQVQENJctv28f		138.00	-2,401.73
Bill Pmt-Check	12/31/2024	Bill.com	Unger Mountain DWD	https://app01.us.bill.com/BillPay/ide-bp01IMMDEUBVJctv28w		1,025.43	-3,427.16
Bill Pmt-Check	12/31/2024	Bill.com	Unger Mountain DWD	https://app01.us.bill.com/BillPay/ide-bp01WJAFNSAWJctv2n7		81.00	-3,508.16
Bill Pmt-Check	12/31/2024	Bill.com	Unger Mountain DWD	https://app01.us.bill.com/BillPay/ide-bp01PRUEEVFJctv2z7		4,215.00	-7,723.16
Bill Pmt-Check	12/31/2024	Bill.com	Unger Mountain DWD	https://app01.us.bill.com/BillPay/ide-bp01IABKXSQLDQJctv23a		200.00	-7,923.16
Bill Pmt-Check	12/31/2024	Bill.com	Unger Mountain DWD	https://app01.us.bill.com/BillPay/ide-bp01GQVJCTVJctv23w		471.34	-8,394.50
Bill Pmt-Check	12/31/2024	Bill.com	Unger Mountain DWD	https://app01.us.bill.com/BillPay/ide-bp01LXKCHONJctv23e		827.70	-9,222.20
Bill Pmt-Check	12/31/2024	Bill.com	Unger Mountain DWD	https://app01.us.bill.com/BillPay/ide-bp01ZLXKCHONJctv23e		270.33	-9,492.53
Bill Pmt-Check	12/31/2024	Bill.com	Unger Mountain DWD	https://app01.us.bill.com/BillPay/ide-bp01NIMCVENRctv2y7		42.11	-9,534.64
Bill Pmt-Check	12/31/2024	Bill.com	Unger Mountain DWD	https://app01.us.bill.com/BillPay/ide-bp01FVDSQKPIctv277		42.11	-9,576.75
Bill Pmt-Check	12/31/2024	Bill.com	Unger Mountain DWD	https://app01.us.bill.com/BillPay/ide-bp01WQJXSYJctv27n		2,287.55	-11,864.30
Bill Pmt-Check	12/31/2024	Bill.com	Unger Mountain DWD	https://app01.us.bill.com/BillPay/ide-bp01IPHQKXWJctv28x		1,799.88	-13,664.18
Bill Pmt-Check	12/31/2024	Bill.com	Unger Mountain DWD	https://app01.us.bill.com/BillPay/ide-bp01IPHQKXWJctv28x		424.11	-14,088.29
Bill Pmt-Check	12/31/2024	Bill.com	Unger Mountain DWD	https://app01.us.bill.com/BillPay/ide-bp01LJURSHOHJctv28e		199.50	-14,287.79
Bill Pmt-Check	12/31/2024	Bill.com	Unger Mountain DWD	https://app01.us.bill.com/BillPay/ide-bp01JUXZEWJctv28j		138.00	-14,425.79
Bill Pmt-Check	12/31/2024	Bill.com	Unger Mountain DWD	https://app01.us.bill.com/BillPay/ide-bp01OBKQYRDJctv28p		1,133.77	-15,559.56
Bill Pmt-Check	12/31/2024	Bill.com	Unger Mountain DWD	https://app01.us.bill.com/BillPay/ide-bp01SCGBUAFKJctv28m		76.18	-15,635.74
Bill Pmt-Check	12/31/2024	Bill.com	Unger Mountain DWD	https://app01.us.bill.com/BillPay/ide-bp01FCTQOJctv28m7		424.11	-16,059.85
Bill Pmt-Check	12/31/2024	Bill.com	Unger Mountain DWD	https://app01.us.bill.com/BillPay/ide-bp01LXVJDNWJctv286		805.27	-16,865.12
Bill Pmt-Check	12/31/2024	Bill.com	Unger Mountain DWD	https://app01.us.bill.com/BillPay/ide-bp01POVNNKXVJctv28b		190.00	-17,055.12
Bill Pmt-Check	12/31/2024	Bill.com	Unger Mountain DWD	https://app01.us.bill.com/BillPay/ide-bp01ZUWNNKXVJctv28b		81.00	-17,136.12
Bill Pmt-Check	12/31/2024	Bill.com	Unger Mountain DWD	https://app01.us.bill.com/BillPay/ide-bp01PFIKJAKJctv28w		7,167.23	-24,303.35
Bill Pmt-Check	12/31/2024	Bill.com	Unger Mountain DWD	https://app01.us.bill.com/BillPay/ide-bp01JZGAKJctv28w		649.79	-24,953.14
Bill Pmt-Check	12/31/2024	Bill.com	Unger Mountain DWD	https://app01.us.bill.com/BillPay/ide-bp01GURHEKJctv28w		691.00	-25,644.14
Bill Pmt-Check	12/31/2024	Bill.com	Unger Mountain DWD	https://app01.us.bill.com/BillPay/ide-bp01WHKESFMBJctv28w		190.00	-25,834.14
General Journal	12/31/2024	2022-060	Cellular One	BILL 12/31/24 Payables Funding			-25,858.05
General Journal	12/31/2024	2022-062		BILL 12/31/24 Payables Funding			-1,553.25
General Journal	12/31/2024	2022-062		BILL 12/31/24 Payables Funding			-393.00

Unaudited - For Management Purposes Only

Timber Mesa Fire & Medical District Monthly Disbursement Report

As of December 31, 2024

Accrual Basis

Type	Date	Num	Name	Memo	Split	Debit	Credit	Balance
General Journal	12/31/2024	2022-072				393.00		0.00
Total 1072 - Bill.com Money Out Clearing				To clear Bill.com balance	7040 - Office Supplies	420,396.51	420,003.51	0.00
TOTAL						3,981,935.16	3,445,044.59	9,391,630.93

Timber Mesa Fire Medical District

Twelve-Month Cash Flow

Timber Mesa Fire & Medical District

Fiscal Year Begins: Jul-24

Beginning	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Monthly Average	Overview
Cash Summary														
Cash on Hand (beginning of month)	6,175,373	5,127,888	4,788,455	4,723,291	9,017,758	9,254,751	9,391,631	8,935,769	8,335,519	8,126,898	9,816,849	9,250,466	7,745,387	
Cash Available (on hand + receipts, before cash out)	6,175,373	6,369,349	6,508,227	11,285,655	11,197,811	10,977,131	10,576,238	9,725,385	9,486,359	11,437,866	10,849,221	10,225,986	9,652,994	
Cash Position (end of month)	6,175,373	4,788,455	4,723,291	9,017,758	9,254,751	9,391,631	8,935,769	8,335,519	8,126,898	9,816,849	9,250,466	6,933,459	7,808,561	
Line of Credit Available	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	
Cash Receipts														
Tax Levy Revenue	64,148	45,747	869,048	5,456,036	1,307,356	1,026,286	691,630	348,924	710,148	2,742,992	516,680	147,732	1,160,561	
Non-Tax Levy Revenue	957,173	1,195,714	850,724	1,106,328	872,697	696,094	492,977	440,692	440,692	567,976	515,692	827,788	747,046	
Escrow Funds	0	0	0	0	0	0	0	0	0	0	0	0	0	
Line of Credit	0	0	0	0	0	0	0	0	0	0	0	0	0	
Total Cash Receipts	0	1,021,321	1,241,461	6,562,364	2,180,053	1,722,380	1,184,607	789,616	1,150,840	3,310,968	1,032,372	975,520	1,907,606	
Cash Paid Out														
Disbursements	2,023,306	1,580,894	1,598,515	2,127,275	1,894,870	1,585,500	1,640,468	1,389,867	1,308,183	1,621,017	1,598,755	1,549,974	1,659,885	
Capital Expenses	45,500	0	825	140,622	48,190	0	0	0	0	0	0	1,510,524	145,472	
Debt Payments	0	0	185,595	0	0	0	0	0	51,278	0	0	232,030	39,075	
Repayment of LOC	0	0	0	0	0	0	0	0	0	0	0	0	0	
Total Cash Paid Out	2,068,806	1,580,894	1,784,935	2,267,897	1,943,060	1,585,500	1,640,468	1,389,867	1,359,461	1,621,017	1,598,755	3,292,528	1,844,432	
	(Actual)	(Actual)	(Actual)	(Actual)	(Actual)	(Actual)	(Budget)	(Budget)	(Budget)	(Budget)	(Budget)	(Budget)	(Budget)	



TIMBER MESA FIRE & MEDICAL DISTRICT

WWW.TIMBERMESAFIRE.ORG

AGENDA ITEM – 9-b

Discussion and Possible Action – Update account signers with National Bank of Arizona.

INFORMATION

With the changes to the fireboard, there is a need to formalize the signers who will be removed from the account and the ones who shall be added. These changes apply to both TMFMD's payroll account (3762) and ambulance account (3770).

MOTION RECOMMENDATION

I motion to authorize the National Bank of Arizona to remove Amy Kay and Paul Wyatt as signers on both the payroll and ambulance accounts and add Joseph (Joey) MacGregor and Roger Brown as signers to both the payroll and ambulance accounts.



TIMBER MESA FIRE & MEDICAL DISTRICT

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AGENDA ITEM – 9-c

Discussion and Possible Action re: Regional Wildfire concerns and preparedness.

INFORMATION

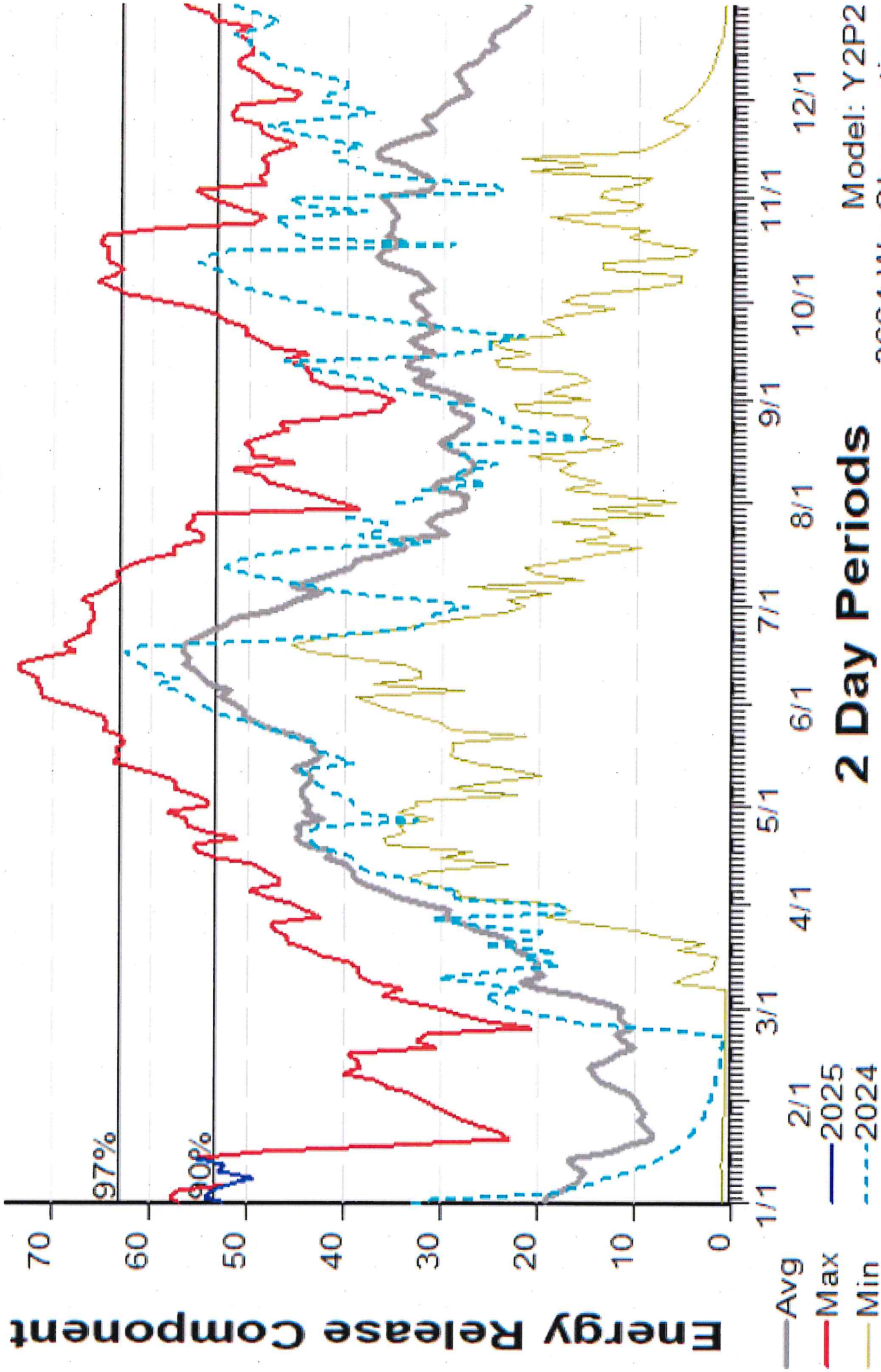
The weather conditions have been dry, with no measurable rain or snowfall this winter. The Energy Release Component is in the 90th percentile (attached). Typically, we see these types of conditions later in the spring and summer.

Temperatures are lower right now and the relative humidity is slightly up, but windy conditions will be stronger as we approach spring.

Staff is actively working with our regional partners to discuss local response, public education, possible restrictions, and many other topics related to a potentially rough wildfire season.

MOTION RECOMMENDATION

020303-LAKESIDE 2015 - 2025





TIMBER MESA FIRE & MEDICAL DISTRICT

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AGENDA ITEM – 9-d

Discussion and Possible Action re: Fire Chief annual performance evaluation process.

INFORMATION

Chief Chevalier's promotion to the Fire Chief position occurred on January 8th, 2023, and is subsequently due for his annual performance evaluation.

Historically, Fire Chief's evaluation has occurred on the attached evaluation form.

Chairman Adams requested the topic be placed on the agenda for discussion to determine an appropriate evaluation process for the Fire Chief position.

Attached are sample Fire Chief evaluation forms provided by human resource consultant, Brenda Tranchina.

MOTION RECOMMENDATION

TIMBER MESA FIRE DISTRICT PERFORMANCE EVALUATION

FIRE CHIEF

PERFORMANCE EVALUATION

Evaluated By Fire Board Members:

**Chairman
Clerk
Member
Member
Member**

FIRE CHIEF PERFORMANCE EVALUATION

This performance evaluation form is designed to provide formal performance feedback from the Fire Board to the Fire Chief. Achievements as well as areas for improvement or further development should be thoroughly covered.

There are seven categories of job performance to be rated:

- Technical Expertise, Skills, and Abilities
- Administrative and Fiscal Performance
- Leadership and Personal Initiative
- Management Effectiveness
- Human Resource Management
- Public Service and Community Relations
- Oral and Written Communications

Additionally, if the Fire Board has established specific goals/projects for the given rating period, a performance evaluation rating shall be assigned accordingly.

A list of performance factors to consider prior to rating job performance is provided for each performance category. These are not intended to cover every aspect of job performance to be rated. However, each list provides a frame of reference for each category and should be a reminder of the types of skills to be rated. Finally, an overall rating is required to rate the Fire Chief's overall job performance.

When rating job performance, please choose from the five rating options listed below:

E EXCEEDS STANDARD

This rating is given when job performance is exemplary and exceeds the expected standards of performance for the position of Fire Chief.

S SATISFACTORY / MEETS STANDARD

This rating is given when the Fire Chief's performance meets, but does not exceed, the standards expected in his position. This is the performance of a trained and qualified individual. The work is consistently up to the standards required of the position of Fire Chief.

PN PROGRESS NEEDED

This rating is given when a significant part of the Fire Chief's performance is below the minimum acceptable standard for the position.

Please provide thorough comments regarding job performance for each performance category, as well as the overall performance rating.

TECHNICAL EXPERTISE, SKILLS AND ABILITIES

- *Maintains the necessary technical skills and professional knowledge required for the job; applies those skills and knowledge to attain District goals and priorities.*
- *Maintains knowledge of the changes within the Fire/EMS profession regarding technical skills and legal mandates and applies this knowledge appropriately within the District.*
- *Takes the necessary steps to ensure that District employees also maintain the technical and professional knowledge required on the job.*
- *Balances technical expertise with appropriate delegation and utilization of subordinate staff.*
- *Presents technical information, both orally and in writing, in a manner which is easily understood by the target audience, and appropriately influences decision-making.*

CATEGORY RATING: _____

COMMENTS / JUSTIFICATION:

ADMINISTRATIVE AND FISCAL RESPONSIBILITIES

- *Effectively manages the processes required for Fire Board meetings, including preparation of agendas, posting notices, preparation of Fire Board reports, etc.*
- *Effectively manages ongoing projects and competing priorities.*
- *Clearly defines problems and demonstrates creativity, decisiveness, and imagination in resolution of issues.*
- *Anticipates problems and solicits input from staff and other District personnel and initiates appropriate preventative action.*
- *Solicits participation of appropriate persons when making decisions; actively seeks input from direct staff and other District personnel.*
- *Develops and presents a realistic and responsible budget consistent with Fire Board policies and controls expenditures within set budget levels.*
- *Develops, seeks and implements creative strategies for achieving savings opportunities and for seeking alternative funding.*
- *Maintains and presents complete and accurate budget documents and financial records.*

CATEGORY RATING: ____

COMMENTS / JUSTIFICATION:

LEADERSHIP AND PERSONAL INITIATIVE

- *Establishes priorities necessary to attain District and personal performance goals.*
- *Performs a responsible and credible role in recommending and implementing appropriate actions consistent with District priorities.*
- *Exercises judgment and responsibility in determining and implementing calculated risks.*
- *Appropriately communicates information, policy changes and corrective action to District personnel.*
- *Keeps Fire Board informed as appropriate.*
- *Demonstrates ability to be a proactive self-starter by initiating appropriate action and program plans with a minimum of direction.*
- *Maintains challenging yet obtainable work standards for staff.*
- *Motivates self and others to maximum performance*
- *Leads by example.*
- *Demonstrates willingness to be a team-player by working cooperatively with Fire Board and other District staff and adjusting to extra tasks despite his own heavy workload.*
- *Projects an image of professionalism which reflects positively on the District.*
- *Provides good internal and external customer service.*

CATEGORY RATING: _____

COMMENTS / JUSTIFICATION:

MANAGEMENT EFFECTIVENESS

- *Develops creative and thorough plans that are timely, feasible, logical and supported by facts.*
- *Organizes the scheduling and deploying of resources to carry out plans in a cost effective manner.*
- *Sets priorities within scope of responsibility that are consistent with the needs of the District and the community.*
- *Responds and adapts appropriately to changes in circumstances, conditions or policies.*
- *Appropriately delegates duties, responsibility, and authority to maximize efficiency as well as to provide opportunities for subordinates' development and growth.*

CATEGORY RATING: _____

COMMENTS / JUSTIFICATION:

HUMAN RESOURCE MANAGEMENT

- *Recruits, selects and promotes, to the extent possible, qualified, responsible and productive employees.*
- *Complies with personnel rules and procedures, remaining aware of employment laws and EEO concerns.*
- *Identifies tasks for delegation which maximize employee's abilities; is able to monitor and control delegated work.*
- *Develops subordinates through effective performance management, providing feedback to staff on an ongoing as well as formal basis; uses the evaluation process to motivate employees and encourage career development.*
- *Maintains discipline in a fair and professional manner, taking corrective action necessary and appropriate.*
- *Deals with employees in a fair manner, demonstrating sensitivity and responsiveness to employee concerns.*
- *Inspires employees and makes them feel a part of the team.*
- *Provides employees with opportunities for appropriate professional development and training.*

CATEGORY RATING: _____

COMMENTS / JUSTIFICATION:

PUBLIC SERVICE AND COMMUNITY RELATIONS

- *Interacts with and demonstrates a public service orientation toward citizens, the Fire Board, members of other boards and committees, and other agencies.*
- *Gives attention to the concerns and opinions of individual citizens and/or community groups.*
- *Demonstrates openness, receptiveness, and approachability in both formal and informal situations.*
- *Responds in a timely and professional manner to concerns of individuals or community groups.*
- *Prepares timely and comprehensive written responses to citizen concerns and inquiries.*
- *Uses sensitivity, diplomacy, and empathy when dealing with members of the public.*
- *Encourages a spirit of public service orientation among District personnel; trains staff to react positively to citizen needs and concerns.*

CATEGORY RATING: ____

COMMENTS / JUSTIFICATION:

ORAL AND WRITTEN COMMUNICATIONS

- *Provides written reports that are factual, understandable, logical, concise and objective.*
- *Provides written correspondence that demonstrates forethought and comprehensive research efforts.*
- *Prepares written communications that accurately represent the Fire Board and District policy.*
- *Prepares written communications clearly and effectively; uses appropriate format, grammar, spelling, and tone in formal and informal communications.*
- *Communicates effectively in individual and/or group situations.*
- *Delivers oral presentations in an informed and persuasive manner.*
- *Demonstrates overall effective oral communications, including good listening skills, questioning and probing techniques that garner two-way dialogue.*

CATEGORY RATING: ____

COMMENTS / JUSTIFICATION:

SPECIFIC ASSIGNED GOALS / SPECIAL PROJECTS

The following goals and/or special projects were assigned to the Fire Chief for accomplishment and review in this rating period:

1.

Performance Rating: _____
Progress / Comments: _____

2.

Performance Rating: _____
Progress / Comments: _____

3.

Performance Rating: _____
Progress / Comments: _____

4.

Performance Rating: _____
Progress / Comments: _____

5.

Performance Rating: _____
Progress / Comments: _____

OVERALL PERFORMANCE RATING

- _____ EXCEEDS STANDARD
- _____ SATISFACTORY / MEETS STANDARD
- _____ PROGRESS NEEDED

COMMENTS ON OVERALL PERFORMANCE

AREAS OF STRENGTH:

AREAS FOR POTENTIAL IMPROVEMENT:

GOALS / SPECIAL PROJECTS FOR UPCOMING RATING PERIOD:

NEXT PERFORMANCE EVALUATION DATE: _____

FIRE CHIEF COMMENTS

Fire Chief Signature

Date

Chairman of the Board Signature

Date

TIMBER MESA FIRE & MEDICAL DISTRICT

FIRE CHIEF PERFORMANCE EVALUATION

Employee Name: Randy Chevalier

Evaluation Date: February 2025

Fire Chief Performance Evaluation

This performance evaluation form is designed to provide formal performance feedback from the Fire Board to the Fire Chief. Achievements as well as areas for improvement or further development should be thoroughly covered.

There are seven categories of job performance to be rated:

- Leadership
- Management Effectiveness
- Communications
- Administrative/Fiscal Management
- Human Resource Management
- Community Focus and Public Service Orientation
- Innovation and Special Contributions to the District

Additionally, if the Fire Board has established specific goals/projects for the given rating period, a performance evaluation rating shall be assigned accordingly.

A list of performance factors to consider in rating job performance is provided for each performance category. These are not intended to cover every aspect of job performance to be rated. However, each list provides a frame of reference for each category and should be a reminder of the types of skills to be rated. Finally, an overall rating is required to rate the Fire Chief's overall job performance.

When rating job performance, please choose from the five rating options listed below:

EXCEEDS EXPECTATIONS

This rating is given when job performance is exemplary and exceeds the expected standards of performance for the position of Fire Chief.

SATISFACTORY / MEETS EXPECTATIONS

This rating is given when the Fire Chief's performance meets, but does not exceed, the standards expected in his position. This is the performance of a trained and qualified individual. The work is consistently up to the standards required of the position of Fire Chief.

BELOW EXPECTATIONS / PROGRESS NEEDED

This rating is given when a significant part of the Fire Chief's performance is below the minimum acceptable standard for the position. Improvement is needed.

Please provide thorough comments regarding job performance for each performance category, as well as the overall performance rating.

LEADERSHIP

- A. **Directs the actions and efforts of staff toward a common purpose** - This element addresses performance in: directing, persuading, motivating, encouraging, and inspiring others to achieve organizational objectives and accomplish tasks, both individually and in cooperation with others; being assertive and self-confident in interactions with others; encouraging and stimulating new ideas; accepting responsibility for the actions of subordinates; inspiring others to maintain a positive outlook and attitude toward accomplishing tasks and solving problems; and being recognized and accepted as a leader by others.

- ☐ Exceeds Expectations
☐ Satisfactory / Meets Expectations
☐ Below Expectations / Progress Needed

COMMENTS:

- B. **Problem Solving** - This element addresses performance in: identifying problems effectively, using sound judgment in decision making and corrective actions; and showing initiative to be proactive in influencing events rather than passively accepting them.

- ☐ Exceeds Expectations
☐ Satisfactory/Meets Expectations
☐ Below Expectations / Progress Needed

COMMENTS:

- C. **Exhibits professional and technical knowledge, skills, abilities, and behaviors** - This element addresses performance in: applying, improving and developing professional knowledge and skills; demonstrating professionalism; maintaining a high standard of excellence; and setting an example for others to follow.

- ☐ Exceeds Expectations
☐ Satisfactory/Meets Expectations
☐ Below Expectations / Progress Needed

COMMENTS:

- D. **Inspires teamwork and motivates others** - This element addresses performance in: demonstrating willingness to be a team player by working cooperatively with the Fire Board and District staff; adjusting to changing priorities; motivating self and others to maximize performance.

- ☐ Exceeds Expectations
☐ Satisfactory/Meets Expectations
☐ Below Expectations / Progress Needed

COMMENTS:

MANAGEMENT EFFECTIVENESS

- A. **Plans, prioritizes, organizes, and schedules resources to achieve goals** - This element addresses performance in: initiating and developing creative and thorough plans that are timely, feasible, logical, and supported by facts; organizing, scheduling, and deploying resources to carry out plans in a cost-effective manner; setting priorities within one's scope of responsibility that are logical and consistent with the needs of the organization and the community; and modifying plans, re-establishing priorities, and rescheduling/deploying resources to respond to changes in circumstances, conditions, or policies.

- ☐ Exceeds Expectations
☐ Satisfactory/Meets Expectations
☐ Below Expectations / Progress Needed

COMMENTS:

- B. **Delegates and controls** - This element addresses performance in: delegating duties, responsibilities and authority to maximize efficiency as well as to provide opportunities for subordinates' growth and development; establishing and using mechanisms for organizational control; and taking corrective actions when necessary.

- ☐ Exceeds Expectations
☐ Satisfactory/Meets Expectations
☐ Below Expectations / Progress Needed

COMMENTS:

COMMUNICATIONS

- A. **Oral communications** - This element addresses performance in: communicating effectively in individual and/or group situations; delivering oral presentations in an informed and persuasive manner; and demonstrating overall effective verbal communications, including good listening skills, questioning and probing techniques that garner two-way dialogue.

- ☐ Exceeds Expectations
☐ Satisfactory/Meets Expectations
☐ Below Expectations / Progress Needed

COMMENTS:

- B. **Written communications** - This element addresses performance in: providing written correspondence that demonstrates forethought and comprehensive research efforts, appropriate formats, grammar, spelling and punctuation; preparing written reports that are factual, understandable, logical, concise and effective; developing written communications that accurately represent the Fire Board and District policy.

- ☐ Exceeds Expectations
☐ Satisfactory/Meets Expectations
☐ Below Expectations / Progress Needed

COMMENTS:

ADMINISTRATIVE / FISCAL MANAGEMENT

- A. **Develops annual budget** - This element addresses performance in: planning and developing a realistic and responsible annual District budget consistent with Fire Board policies; controlling expenditures within set budget levels.

- ☐ Exceeds Expectations
- ☐ Satisfactory/Meets Expectations
- ☐ Below Expectations / Progress Needed

COMMENTS:

- B. **Manages financial resources** - This element addresses performance in forecasting annual financial requirements; collaborating with District staff in identifying and achieving opportunities for savings or revenue enhancement; and maintaining and presenting complete and accurate budget documents and financial records.

- ☐ Exceeds Expectations
- ☐ Satisfactory/Meets Expectations
- ☐ Below Expectations / Progress Needed

COMMENTS:

- C. **Ensures effective management of Fire Board activities** - This element addresses performance in: managing the processes required for Fire Board meetings, including preparation of agendas, posting notices, preparation of Fire Board reports; ensuring compliance with statutory requirements related to Open Meeting Laws.

- ☐ Exceeds Expectations
- ☐ Satisfactory/Meets Expectations
- ☐ Below Expectations / Progress Needed

COMMENTS:

- D. **Manages ongoing projects and competing priorities** - This element addresses performance in: effectively handling ongoing projects, changing and competing priorities; demonstrating creativity and decisiveness in resolution of issues; soliciting participation and input from Staff and/or Board when making decisions related to administrative and/or fiscal duties.

- ☐ Exceeds Expectations
☐ Satisfactory/Meets Expectations
☐ Below Expectations / Progress Needed

COMMENTS:

HUMAN RESOURCE MANAGEMENT

- A. **Recruits, selects, and promotes employees** - This element addresses performance in: recruiting, selecting, and promoting qualified and productive employees; complying with personnel rules and procedures; and being sensitive to and in compliance with EEO concerns and requirements.

- ☐ Exceeds Expectations
☐ Satisfactory/Meets Expectations
☐ Below Expectations / Progress Needed

COMMENTS:

- B. **Develops subordinates** - This element addresses performance in: evaluating subordinates in a thorough, fair, consistent and timely manner; providing feedback to employees during both day-to-day activities and in formal performance evaluations; using the evaluation process to motivate employees; working with employees in preparing employee development plans; and encouraging and providing employees with opportunities to develop themselves through in-service and external training programs.

- ☐ Exceeds Expectations
☐ Satisfactory/Meets Expectations
☐ Below Expectations / Progress Needed

COMMENTS:

- C. **Interacts with and responds to employees' needs** - This element addresses performance in: dealing with employees as individuals in an unbiased manner and treating employees and employee groups fairly; demonstrating sensitivity and responsiveness to employee concerns; supporting employees, and standing up for their legitimate needs; inspiring employees and making them feel that they are part of a team; and maintaining a healthy, safe workplace environment.

- ☐ Exceeds Expectations
☐ Satisfactory/Meets Expectations
☐ Below Expectations / Progress Needed

COMMENTS:

COMMUNITY FOCUS AND PUBLIC SERVICE ORIENTATION

- A. **Balances commitment to distinct organizational and personal professional goals with commitment to the District's organization-wide goals** - This element addresses performance in: demonstrating commitment to organization-wide goals; establishing and pursuing personal professional goals; practicing interdepartmental cooperation with the Board of Directors; showing enthusiasm, cooperation, and dependability in dealing with others at all levels and in all parts of the organization; and maintaining awareness and knowledge of the operations and activities within the scope of immediate responsibility and the Sonoita- Elgin community.

- ☐ Exceeds Expectations
☐ Satisfactory/Meets Expectations
☐ Below Expectations / Progress Needed

COMMENTS:

- B. **Complies with Board of Directors and District policies, rules, procedures, and direction** - This element addresses performance in: understanding and following the policies, rules, procedures and directions of the Board of Directors; contributing to improving policies, rules, procedures, and directions, when necessary; and maintaining awareness of legal liability issues and taking action to eliminate or reduce legal risks.

- ☐ Exceeds Expectations
☐ Satisfactory/Meets Expectations
☐ Below Expectations / Progress Needed

COMMENTS:

- C. **Interacts with citizens, the Board of Directors, members of other Fire Districts and government organizations** - This element addresses performance in: interacting with and demonstrating a positive public service orientation toward citizens, their public representatives, and other governmental entities; responding in a timely and professional manner to concerns of individuals or community groups; demonstrating sensitivity and diplomacy when dealing with members of the public.

- ☐ Exceeds Expectations
☐ Satisfactory/Meets Expectations
☐ Below Expectations / Progress Needed

COMMENTS:

INNOVATION AND SPECIAL CONTRIBUTIONS TO THE DISTRICT

- A. **Develops and adopts new ideas and practices** - This element addresses performance in: initiating and developing original and innovative ideas, practices, and work methods that are beneficial to the District and the community.

- ☐ Exceeds Expectations
☐ Satisfactory/Meets Expectations
☐ Below Expectations / Progress Needed

COMMENTS:

SPECIFIC PERFORMANCE OBJECTIVES

The following goals and/or special projects were assigned to the Fire Chief for accomplishment and review in this rating period:

1.

Performance Rating: _____
Progress / Comments:

2.

Performance Rating: _____
Progress / Comments:

3.

Performance Rating: _____
Progress / Comments:

4.

Performance Rating: _____
Progress / Comments:

5.

Performance Rating: _____
Progress / Comments:

OVERALL PERFORMANCE RATING:

- ☐ Exceeds Expectations
- ☐ Satisfactory/Meets Expectations
- ☐ Below Expectations / Progress Needed

OVERALL AREAS OF STRENGTH:

OVERALL AREAS FOR POTENTIAL IMPROVEMENT:

GOALS / OBJECTIVES FOR NEXT FISCAL YEAR:

BOARD CHAIRPERSON'S SIGNATURE

DATE

FIRE CHIEF'S SIGNATURE

DATE

TIMBER MESA FIRE MEDICAL DISTRICT JOB DESCRIPTION

FIRE CHIEF

GENERAL SUMMARY:

Serves as the Chief Executive Officer of the Timber Mesa Fire Medical District, providing leadership for Administration, Operations, Logistics, and Community Risk Management. Administers all aspects of the Fire District and formulates management strategies to affect the policies of the TMFMD Board of Directors. Directs and delegates responsibilities for all activities of the District. Represents the District in a variety of positions within the community to promote public understanding and support of Fire/EMS services throughout the area.

SUPERVISION RECEIVED:

The Fire Chief works under the general guidance and direction of the Timber Mesa Fire Medical District Board of Directors, who review work on the basis of overall results achieved. The Fire Chief may consult with the Board on problems relating to policy planning but works independently in supervising the overall technical operations and is responsible for the proper administration of all affairs of the District.

SUPERVISORY RESPONSIBILITIES:

The Fire Chief is responsible for direct supervision of the Assistant Fire Chiefs, the Division Chief of Fire Prevention and Life Safety Services (Fire Marshal), and indirect supervision of all other District employees. Carries out supervisory responsibilities in accordance with the District's policies and applicable laws. Responsibilities include overseeing and/or participating in interviewing and hiring, training employees; planning, assigning, and directing work; appraising performance; rewarding and coaching employees; addressing complaints and resolving problems.

MANAGEMENT EXPECTATIONS OF EMPLOYEES

- Every member is expected to conduct himself, on and off duty, in a manner that reflects positively on himself, the District and the fire service in general.
- Every member shall accept responsibility for his actions and the consequences of those actions.
- Every member shall support the concept of fairness and the value of diversity.
- Every member shall be truthful and honest at all times and report any instances of dishonest acts that may compromise the integrity of the District.
- Every member shall be respectful and conscious of the safety and welfare of fellow members and the members of the public.
- Every member shall recognize that he serves in a position of public trust that requires stewardship in the honest and efficient use of public resources.
- Every member shall exercise professionalism, competence, respect and loyalty in the performance of his duties.
- Every member shall avoid situations that would adversely affect the credibility or public perception of the fire service profession.

- Every member shall conduct his personal affairs in a manner that does not improperly influence the performance of his duties or bring discredit to the District.
- Every member shall act in good faith, exercising due diligence in carrying out his duties and responsibilities.

ESSENTIAL FUNCTIONS AND RESPONSIBILITIES: The essential functions of the position include, but are not limited to, the following duties and responsibilities that are listed in no particular order of importance or significance:

HUMAN RESOURCE MANAGEMENT:

- Directs the administration of the District through effective leadership over all District personnel and programs. Facilitates the senior leadership team in decision making for the District.
- Evaluates employee/management relationships and ensures appropriate development of processes to support a positive and participative work environment.
- Oversees the development and management of effective human resource practices, including but not limited to recruitment, selection, employee/labor relations, employee benefits, compensation administration, training/development, and employee assistance.
- Evaluates and reviews the performance of assigned staff; ensures effective evaluation of all other District personnel.
- Supports, coordinates, and interfaces with all officers of the District.
- Maintains positive working relationships with TMFMD employees.

ADMINISTRATION / FINANCIAL MANAGEMENT

- Participates in and oversees the development, administration, and effective management of the operating and capital budgets of the District within the tax levy rate, as set by the Fire District Board.
- Provides accurate/timely accounting of District finances to the Fire District Board.
- Collaborates with the Fire District Board and staff to develop and implement a strategic plan, which is reviewed and updated annually; holds subordinates responsible for goals set forth in the strategic plan.
- Develops, in conjunction with the District management team, the appropriate tactics to achieve the goals and objectives of the strategic plan
- Manages the development and execution of all TMFMD policies and procedures.
- Oversees the procurement, maintenance, and management of all District assets.
- Manages the evaluation and projection of training requirements and facilities, given data that reflects community needs and resources, in order to meet departmental training goals.
- Evaluates and reviews the performance of the overall organization.
- Prepares/presents a verbal monthly report to the Fire District Board, as well as a written annual report including significant activities, outstanding achievements, specific goals or major tasks achieved, and upcoming events and challenges.
- Oversees major projects as assigned by the Fire District Board.
- Coordinates with District legal counsel to ensure compliance with applicable federal, state, and local laws and regulations.

EMERGENCY SERVICES DELIVERY

- Directs the analysis of fire and emergency service needs and develops plans and techniques to provide adequate protection for the TMFMD.
- Oversees TMFMD's involvement in the regional automatic aid system.
- Oversees coordination with neighboring emergency service agencies.
- Oversees ongoing evaluation of the operational readiness and performance of emergency preparedness and response systems.
- Maintains competency in current operational procedures and keeps abreast of current trends in both modern fire service and emergency medical services management.

COMMUNITY AND GOVERNMENT RELATIONS

- Maintains a personal and District community involvement, as well as encourages individual employees to actively participate in community activities not directly related to TMFMD.
- Maintains positive relationships with elected or appointed officials, other Fire/EMS officials, community and business representatives, and the public on all aspects of the District's activities.
- Represents the TMFMD in a variety of local, county, state, and other meetings.
- Conducts, attends, and interacts in meetings with TMFMD personnel, public agencies, and the public at large.
- Monitors local, state and federal legislative activities, given fire service issues, in order to enhance the effectiveness of the District.

HEALTH AND SAFETY

- Develops and provides leadership for a risk management program in order to minimize personnel injuries and property damage.
- Ensures necessary safety procedures are in place for all District personnel.

SECONDARY FUNCTIONS:

- Maintains professional education and interaction at meetings and conferences to keep abreast of changes in requirements which affect the District and current trends in the fire/EMS field.
- Ensures that all employees understand the requirement to be prepared to report/remain at work during major emergencies, disasters, and some large emergency exercises with little or no notice.
- May serve as a member of the District's Incident Management Team.

JOB SCOPE:

The Fire Chief is responsible for all operations and activities of the Fire District. Involves a high degree of regular contact with others both inside and outside the Fire District as he or she works highly independently on a wide variety of complex duties and responsibilities with only general direction given by the Fire District Board. Performance of functions has significant financial, reputational, and operational impact upon the District which requires the incumbent to use a high degree of judgment and tact in the execution of the essential functions. Requires travel both inside and outside the District

as he or she represents the District in community, political, and other fire service related activities. Work is primarily performed in an office setting, but may also involve limited exposure to hazards and extreme conditions, but may require such exposure in the event of major disaster operations supervision. Involves frequently working under a high degree of stress and requires working long hours in the performance of essential functions.

QUALIFICATIONS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

MINIMUM QUALIFICATIONS:

- Bachelor's Degree from an accredited university or college in Public Administration, Business Administration, Fire Science, Political Science or other related field
- Twelve (12) years of Fire/EMS experience, including at least seven (7) years in Fire/EMS operational or administrative management, at the level of Battalion Chief or above
- Demonstrated ability in the development and management of budgets, preferably in a governmental setting
- Ability to meet TMFMD Health and Wellness standards
- Ability to meet insurability requirements of the District's insurance carrier
- Valid Driver's License
- Primary residence within TMFMD boundaries is desired; however, if not feasible upon employment, the position requires residency that readily allows for active involvement and accessibility to the community, with a planned goal of District residency

PREFERRED / DESIRED QUALIFICATIONS:

- Master's Degree from an accredited university or college in Public Administration Business Administration, Fire Science or other related field
- Executive Fire Officer (EFO) or Chief Fire Officer (CFO) designation
- Fire/EMS management experience working in a fire district

KNOWLEDGE, SKILLS, AND ABILITIES:

- Knowledge of business law, economics, statistical analysis techniques, forecasting, political matters, project management and other general managerial skills.
- Knowledge of laws and regulations pertaining to public safety, labor relations, and human resource management.
- Knowledge of governmental financial management practices, principles and systems.
- Knowledge of development and administration of budgets and revenue flows.
- Knowledge of federal, state, and local laws, rules and regulations as they pertain to Fire District activities.
- Knowledge of fire department organization, operation and public relations.

- Knowledge of management principles regarding fire and emergency medical services administration and personnel.
- Knowledge of NIMS and Incident Command Systems and their practical applications.
- Knowledge of practices, regulations, methods, and equipment used in EMS, Command, Fire Suppression, and Fire Codes, according to NFPA, regional, state, and federal standards.
- Knowledge of TMFMD strategic plans, goals, operations, policies, and guidelines.
- Ability to demonstrate political astuteness required to be effective in the performance of the position of Fire Chief.
- Ability to lead, motivate, train, coordinate, and evaluate personnel and District programs and to assist in achievement of District goals and objectives.
- Ability to provide leadership to career employees with particular emphasis on mentoring and succession planning.
- Ability to administer effective employee and labor relations programs.
- Ability to analyze data and trends, create appropriate plans, and develop strategic goals.
- Ability to collect pertinent data to annually develop and implement a fiscally responsible, effective budget within statutory regulations.
- Ability to make critical decisions and act under emergency conditions using appropriate incident and personnel management techniques.
- Ability to write, communicate, and report in descriptive detail using a variety of methodologies.
- Ability to act as liaison and foster positive community and governmental interactions.
- Ability to plan and organize multiple changing responsibilities; prioritize work to meet goals and objectives within acceptable time frames.
- Ability to plan, assign, coordinate and evaluate the performance of the senior leadership team.
- Ability to work with others in a high-pressure situation without supervision.
- Ability to approach problem-solving as an innovative process.
- Ability to work effectively and efficiently with elected officials, board members, members of the public and representatives of other key agencies.
- Ability to perform those physical requirements necessary for essential functions, including but not limited to regular sitting, standing, walking, and general mobility; continual talking in person, in group presentations, and over the phone to diverse groups of various sizes and natures; regular keyboard/computer input; infrequent crouching, kneeling, crawling, climbing, limb extension, and all other physical activities required in his or her activities in emergency situations.

PHYSICAL DEMANDS:

The physical demands described are representative of those that must be met by all personnel to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with qualifying disabilities to perform the essential functions.

The position requires the individual to meet NFPA and OSHA standards for the wearing of self-contained breathing apparatus. While performing the duties of this job, the individual is frequently required to stand, sit, walk, talk, hear, use hands to finger, handle or operate objects, tools or controls, and reach with hands and arms. The individual is frequently required to climb or balance, stoop, kneel, crouch, crawl, and smell. The individual must be able to frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close, distance, color, and peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those personnel encounter while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work is primarily performed in an office, vehicle or outdoor setting in all weather conditions, including temperature extremes, as well as at all times of day and night. Work is often performed in emergency and stressful situations. The individual is exposed to sirens and hazards associated with fighting fires and rendering emergency medical assistance, including infectious substances, smoke noxious odors, fumes, chemicals, liquid chemicals, solvents and oils. The individual occasionally must work near moving mechanical parts and in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, radiation, risk of electrical shock and vibration. The noise level in the work environment is usually moderate, except during certain firefighting or EMS activities when noise levels may be loud.

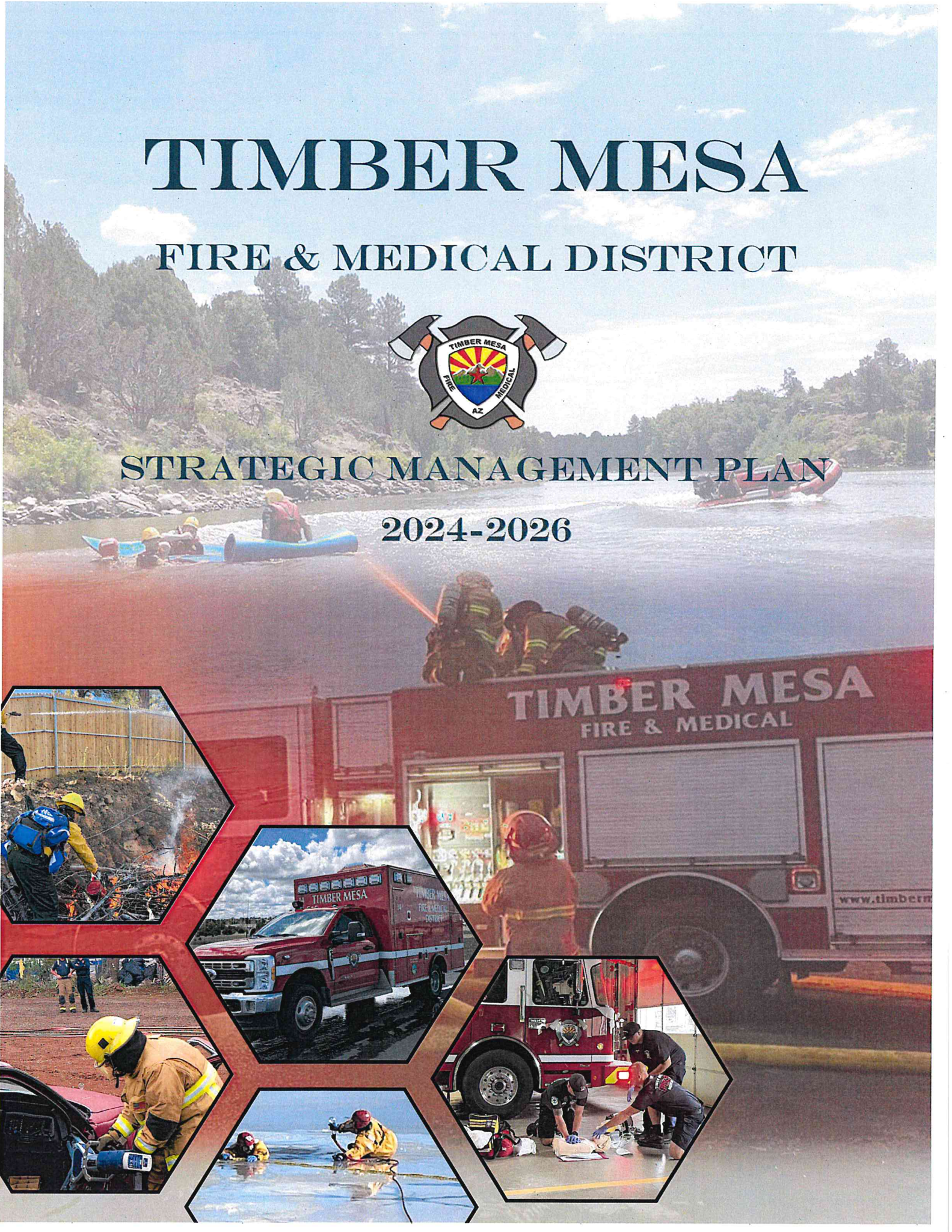
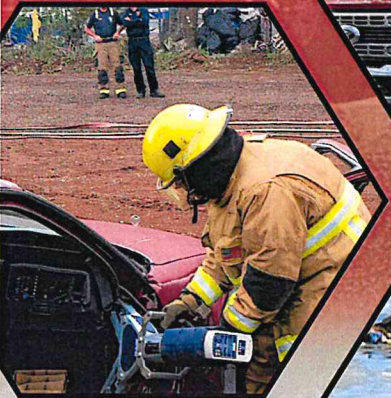
The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The job description does not constitute an employment agreement between the District and employee and is subject to change by the Fire Board as the needs of the District and requirements of the job change.

TIMBER MESA

FIRE & MEDICAL DISTRICT



STRATEGIC MANAGEMENT PLAN 2024-2026





TIMBERMESAFIRE.ORG

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ACKNOWLEDGEMENTS

The Timber Mesa Fire and Medical District would like to thank the following persons for their contribution to the 2024-2026 Strategic Management Plan: (CC 3B.3)

FIRE BOARD (CC 3A.1)

Chairperson – **Jamie Adams** · Board Clerk – **Paul Wyatt**
Board Member – **Amy Kay** · Board Member – **Lynn Browne-Wagner**
Board Member – **Jim Molesa**

EXTERNAL STAKEHOLDER COMMITTEE (CC 3B.1, PI 2D.10, PI 3C.3)

City of Show Low Mayor/ District Resident – **Junior Leech** · Town of Pinetop-Lakeside Mayor – **Stephanie Irwin**
AZ Department of Forestry and Fire Management/ District Resident – **Bob Arthur**
Summit Regional Medical Center/ District Resident – **Jonathan Felton**
City of Show Low/ District Resident – **Anna Atencio** · Navajo County – **Chris Pasterz**
Summit Regional Medical Center – **Amanda Gnagy** · Show Low School District/ District Resident – **Erick Rask**
State Farm/ District Resident – **Trevor Tinkel** · MacGregor Real Estate/ District Resident – **Joey MacGregor**
District resident – **Dr. Roger Williams** · White Mountain Firefighters Association/ District Resident – **Nik Cruze**
White Mountain Firefighters Association/ District Resident – **Jack Gessner**

INTERNAL WORKING GROUP (CC 3B.1, PI 3B.6)

Fire Chief – **Randy Chevalier** · Assistant Chief of Administration – **Darren Cluff**
Assistant Chief of Logistics – **Clay Wood** · Assistant Chief of Operations – **Josh Livermore**
Division Chief – **Conrad Loney** · Battalion Chief – **Taber Heisler**
Fire Marshal – **James Pepper** · Receptionist – **Trinity Savage**
Administration Captain – **Dan Jerome** · Captain – **Jack Gessner**
Captain – **Nicole Parrack** · Fire Mechanic – **Kevin Reading**
Fire Mechanic – **Cody Bender** · Support Services – **Mark Duncan**
Engineer – **James Morin** · Firefighter Paramedic – **Nik Cruze**
Firefighter Paramedic – **Dustin Barth** · Firefighter Paramedic – **Jon Peters**
Firefighter Paramedic – **Chris Burkhart** · Firefighter – **Randy Haugen**

INTRODUCTION



The Timber Mesa Fire and Medical District (TMFMD) was formed in 2014 as the successful result of collaborative efforts and subsequent merger of the Lakeside, Show Low, and Linden Fire Districts. In 2018, the White Mountain Lake Fire District was consolidated into Timber Mesa as well. As of October 2020, Timber Mesa Fire and Medical District is the only ambulance provider in our fire district. On this auspicious and momentous occasion marking the 10th anniversary of the Timber Mesa Fire and Medical District and the successful merger, we are honored to present our strategic plan—a roadmap that encapsulates our collective mission, vision, commitment, and resilience in protecting lives and property within our communities. As we reflect on past accomplishments and challenges, we recognize the pivotal role TMFMD plays in ensuring the safety and well-being of our community.

Our strategic plan is not just a document; it is a testament to our unwavering dedication to excellence in fire protection, fire prevention and education, all hazard response, full-time fire, and medical services including state-of-the-art Advanced Life Support (ALS) and transportation services, as well as the important role of community engagement. The challenges faced by modern fire districts demand a proactive and comprehensive approach, and our strategic plan is designed to guide us through these complexities with a focus on innovation, collaboration, and continuous improvement. Milestones were reached; full-time personnel were hired as the needs of the community increased; services were expanded to include all areas of fire, emergency medical and ambulance transportation services. Beyond traditional services, the TMFMD is progressing rapidly toward an integrated risk management model. This model will change the fire service as we know it as we adjust our posture from a predominantly reactive force to a more proactive community risk reduction model.

Our vision is clear: A community prepared for the challenges of tomorrow. We strive to provide superior fire and medical services by empowering our employees to be proactive risk managers and leaders, who are committed to improved and effective community service. TMFMD provides an exceptional level of emergency and customer services. We maintain cooperative agreements with area partners to provide a higher level of service for the community. We have developed alternative revenue sources including ambulance transportation, wildland fire response, and a robust fleet services division. All of which have reduced the burden on the primary revenue source and helped provide this higher level of service. All of this is preparation for the unknown challenges that await our community in the future.

This Strategic Plan has been developed to set a course and outline the direction of the TMFMD in its pursuits to meet our mission and vision. This plan is a management tool for the staff and elected officials; it is designed to identify our achievements, values, priorities, goals, and objectives. It was developed through an analysis process involving input from all levels of the organization and the communities we serve. It is designed to be progressive and meet the needs of the district and its customers. This is not a static document; it will require review and revision on a periodic basis. To make the plan successful, we must have buy-in from all members of the organization and our community partners. Each stakeholder has a role in the success of this strategic plan.



MISSION AND VISION

(CC 1B.1, PI 1A.5)

MISSION STATEMENT

**DELIVER EXCELLENT SERVICE TO OUR
COMMUNITY THROUGH EMPATHY,
EMPOWERMENT, AND PROFESSIONALISM.**



VISION STATEMENT

**A COMMUNITY PREPARED FOR THE
CHALLENGES OF TOMORROW.**

VALUES

(PI 3B.6)



EXCELLENCE:

A DEDICATION TO CONSTANT IMPROVEMENT AND ENDURING VIGILANCE IN THE PURSUIT OF EXCEPTIONAL SERVICE.

COMMUNITY:

THE COLLECTIVE OF PEOPLE AND ORGANIZATIONS THAT WE SERVE AND SERVE WITH; OUR CITIZENS, OUR PARTNERS, AND OUR EMPLOYEES. OUR COMMUNITY IS THE REASON WE EXIST.

EMPATHY:

THE ABILITY TO UNDERSTAND AND SHARE THE FEELINGS OF OUR COMMUNITY. IT CULTIVATES A DEEP AWARENESS OF THE EMOTIONAL, PHYSICAL, AND PSYCHOLOGICAL STATE OF OTHERS; FOSTERING TRUST, ENHANCING COMMUNICATION, AND ENSURING THAT EVERY INTERACTION IS CENTERED ON THE WELL-BEING OF THOSE WE SERVE AND SERVE WITH.

EMPOWERMENT:

WE EMPOWER OUR PEOPLE TO DO THE RIGHT THINGS, NOT JUST DO THINGS RIGHT. WE PROVIDE OUR MEMBERS WITH THE SKILLS, RESOURCES, AND ORGANIZATIONAL SUPPORT TO MAKE RESPONSIBLE DECISIONS. OUR PEOPLE ARE TRUSTED TO TAKE ACTION AND DO WHAT'S BEST FOR THOSE WE SERVE AND SERVE WITH.

PROFESSIONALISM:

A DEMONSTRATION OF EXCELLENT CHARACTER PRESENTED THROUGH INTEGRITY, COMPETENCY, AND HIGH ETHICAL STANDARDS ON AND OFF DUTY.



ACHIEVEMENTS

(PI 3B.4)

THE TIMBER MESA FIRE AND MEDICAL DISTRICT HAS HAD MANY ACHIEVEMENTS IN ITS BRIEF HISTORY. THIS LIST REPRESENTS RECENT ACHIEVEMENTS THAT HAVE HAD A SIGNIFICANT IMPACT ON THE DIRECTION OF THE ORGANIZATION AND BENEFIT FOR THE COMMUNITY.

2023 – Partnered with NPC for the first “accelerated” Paramedic program

2022 – Completed the first TMFMD Captains academy.

2020 – Awarded FEMA AFG SAFER funds to hire nine new firefighters.

2020 – Completed first ever Engineer Academy.

2020 – Added an Assistant Chief of Administrative Services with responsibility for oversight of administrative services, grants management and public information.

2020 – Recognized by GFOA for Excellence in Financial Reporting for the third consecutive year.

2019-2021 – Dedicated capital funds to provide a second set of personal protective equipment to all firefighters as a part of the District’s cancer prevention efforts.

2019 – The District earned an ISO Protection Class III rating making the Fire District among the top 10% of Fire Departments/Fire Districts in the Country.

2019 – Developed the Job Task Analysis (JTA) to evaluate firefighter fitness.

2018 – Awarded Expanded CON for ambulance services.

2018 – Completed the Bison Ridge annexation.

2018 – Partnered with regional fire providers to secure AFG funding for new SCBAs.

2017 – Prepared the first Comprehensive Annual Financial Report (CAFR).

2017 – First ever Meet and Confer MOU with the Firefighters Association.

2016 – Awarded Premier Provider status from the Az Dept. of Health Services.

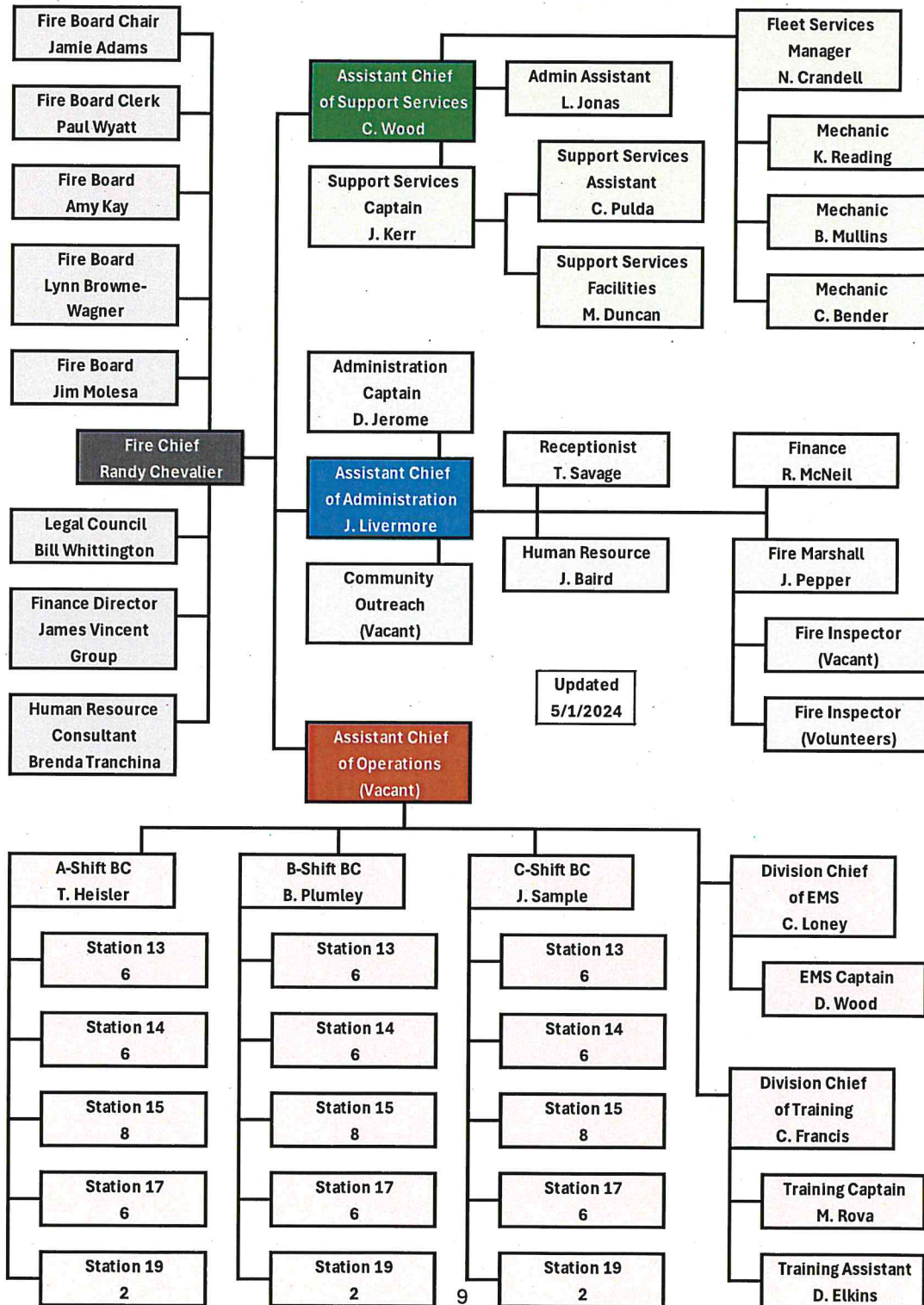
September 19, 2014 – The TMFMD was established.

2008-2014 – Real estate market crashes in 2008 leading to a prolonged period of decline in assessed values for real property. This was a driving force behind regionalization.

ORGANIZATIONAL CHART



(CC 1B.1)





DISTRICT DEMOGRAPHICS

DISTRICT DEMOGRAPHICS (PI 2A.7)

District Size	216 miles ²
Ambulance Transport Service Area (CON)	440 miles ²
Full-time Resident Population	34,500
Part-time, Seasonal Population	70,000 (est.)
Stations	7 (5 full-time staffing)
Staffing:	
• <i>Administrative Section</i>	8
○ <i>Fire Prevention</i>	2
• <i>Operations Section</i>	87
○ <i>EMS Division</i>	2
○ <i>Training Division</i>	3
• <i>Logistics Section</i>	4
○ <i>Fleet Services</i>	4
Budget – 2023/24	\$19,879,768

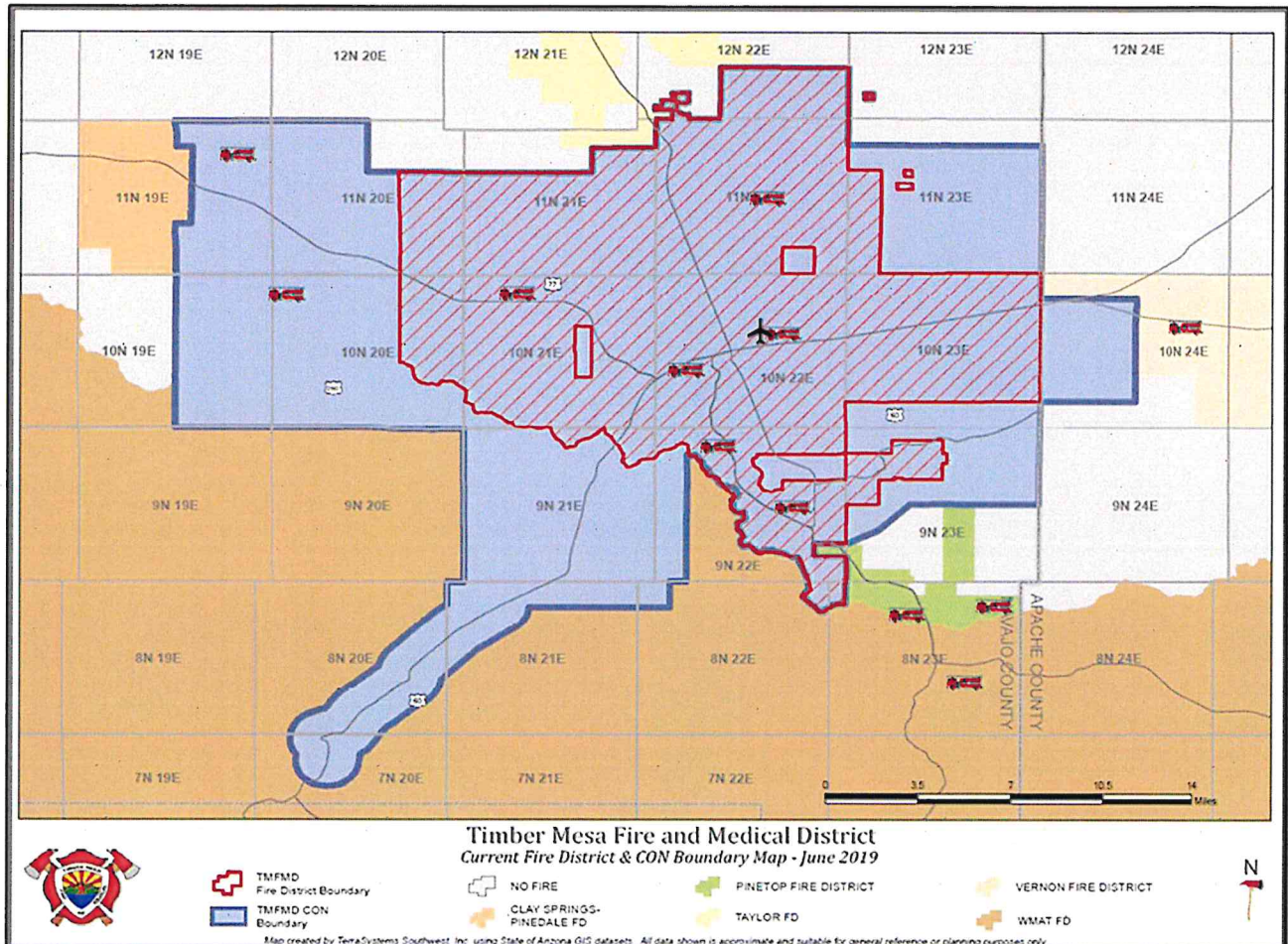
Current grant obligations, intergovernmental agreements, state requirements and national standards suggest a staffing level of four firefighters for engine companies and two firefighters for rescues providing medical transport. This level is maintained to provide safe and effective fire suppression activities and life safety for our customers and members.

The Timber Mesa Fire and Medical District strives to maintain this level and provides advanced life support medical treatment with every staffed unit. Emergency medical service is the most utilized service provided to our customers.

The district will respond to any emergency that threatens life, safety, or property. Timber Mesa will dispatch the closest available unit(s) with appropriate capabilities to control the emergency or provide the service. Timely response and effective management of medical, rescue and fire control situations represent the most immediate priorities of the fire district.

We also respond to various non-emergency situations that are not routinely handled by other agencies or providers. These non-emergency responses would include things such as wellness checks, home safety surveys, in-home healthcare, pest removals, and other situations to assist our customers. Our community risk reduction strategies are based on the premise that we can proactively attempt to address our customer's needs and meet the basic goals of our mission before someone must access the 911 system.

FIRE DISTRICT BOUNDARIES



AUTOMATIC AID (CC 10A.1)

We work closely with our neighboring fire departments and fire districts to provide the quickest response to any emergency.

Timber Mesa maintains automatic aid agreements with the Pinetop Fire District and the Heber-Overgaard Fire District. Additionally, we have mutual aid agreements with all Arizona fire districts and departments.



THE PLAN

The Strategic Plan was developed through a collaborative effort between external stakeholders, an internal working group, and the sections of the organization. The Administration, Logistics, and Operations Sections are responsible for the day-to-day execution of the organizational mission. To provide a clear path for decision making in every aspect of fire and emergency management, the strategic plan was organized by Sections, Priorities, Goals, and Objectives. The plan is formatted as follows:

(CC 3A.1)

SECTION

PRIORITY

Goal

- Objective: To achieve the objectives, and ensure they are S.M.A.R.T. (specific, measurable, achievable, relevant, and time-bound), each one identifies who is responsible for the completion of the objective and how that objective will be measured as complete. The objective will not have a specific time component included as it is assumed that the measurable portion of the objective will be achieved in the timeframe of the plan, which is two years. (CC 3B.1)
 - **Responsibility identifier (CC 3C.1)**
- Objective: Furthermore, objectives could not be completed without identified tasks. Therefore, each objective will have tasks assigned to either an individual or groups within the district that will lead to the successful completion of the objective. These tasks will not be identified here, rather they will live within a guiding document within each section and will be overseen by the correlating section chief.
 - **Responsibility identifier**
- CC's and PI's: The process of continual improvement is outlined in the fire service by an organization called The Center for Public Safety Excellence (CPSE). CPSE has paved the way for fire service organizations to improve their internal processes to match the best practice recognized across the nation. Through the Commission on Fire Accreditation International (CFAI), the CPSE has identified certain Core Competencies (CC) and Performance Indicators (PI) that each fire service organization should have established. We have utilized the CFAI process to identify objectives that address specific core competencies. These CC's and PI's will be attached to areas of the strategic plan that address these needs and continue the never-ending process of continuous improvement. It is important to note that not all objectives will have a corresponding CC or PI.

ADMINISTRATION



S.P. 1 - COMMUNITY

INCREASE OUR PRESENCE AND LEVEL OF ENGAGEMENT IN THE COMMUNITIES SERVED.

- **Hire a Community Outreach Coordinator. (CC 7A.1, PI 9C.1)**
 - ***Human Resources***
- **Develop a strategic plan for Community Outreach and Public Education.**
 - ***Community Outreach/ Public Information Officer***
- **Identify and purchase the correct equipment for managing and producing public information media. (PI 9D.3)**
 - ***Community Outreach/ Public Information Officer***

IMPROVE OUR RECRUITMENT EFFORTS.

- **Develop a strategic approach to recruitment, both locally and nationally. (PI 7B.2)**
 - ***Community Outreach/ Public Information Officer***
- **Invite and equip members who may be interested in recruitment efforts. (PI 7B.2)**
 - ***Community Outreach/ Public Information Officer***

LINK COMMUNITY RISK REDUCTION (CRR) EFFORTS TO IDENTIFY RISKS AND VULNERABILITIES.

- **Complete a Community Risk Assessment (CRA). (CC 2B.1, CC 5A.2, CC 5A.3, CC 5B.2)**
 - ***Fire Marshal, Administration Captain***
- **Develop a comprehensive plan for CRR efforts that address the identified risks and vulnerabilities. (CC 2B.4, CC 2C.1, CC 5B2)**
 - ***Fire Marshal, Administration Captain***

PURSUE IMPROVEMENTS IN THE DISTRICTS INSURANCE SERVICES OFFICE (ISO) RATING.

- **Evaluate the areas that need improvement as identified in the previous ISO evaluation. (CC 2D.6)**
 - ***Administration Captain***

- **Develop a plan to address the areas of concern that have not already been improved upon.**
 - ***Administration Captain***
- **Ensure a plan for continued management and improvement of all areas that affect the district's ISO rating. (CC 2D.1)**
 - ***Administration Captain***
- **Ensure all members are educated on the ISO process, purpose, and the role each employee has in improving the evaluation results.**
 - ***Administration Captain***

ENSURE OUR COMMUNITY IS FIRE ADAPTED. (PI 5K.2)

- **Evaluate and pursue the adoption of International Wildland Urban Interface (IWUI) building codes. (CC 5A.1)**
 - ***Fire Marshal***
- **Develop and implement a plan to train all personnel and interested community members as Fire Wise assessors. (CC 5B.1, PI 5B.3)**
 - ***Training Division***
- **Take steps to ensure the district is working collaboratively with other community partners to maximize wildfire community preparedness efforts. (CC 5K.3)**
 - ***Community Outreach/ Public Information Officer, Fire Marshal***

IMPROVE COMMUNICATIONS WITH OUR COMMUNITY, OUR EMPLOYEES, AND OUR PARTNERS FOR EMERGENCY PREPAREDNESS AND RESPONSE.

- **Leverage social media to improve community involvement and outreach.**
 - ***Community Outreach/ Public Information Officer***
- **Strengthen community partner networks (CC 10A.1)**
 - ***Community Outreach/ Public Information Officer***

S.P. 2 - STAFFING/PERSONNEL

ADDRESS THE GROWING NEED FOR HR SUPPORT AND EXPERTISE.

- **Recruit and hire a qualified HR Manager. (CC 7A.1)**
 - *Administration Section Chief, Human Resources*
- **Evaluate and develop a 5-year plan for the HR Division (Separation of General HR, Recruitment/Retention, Benefit Management) (PI 7A.2)**
 - *Administration Section Chief*
- **Evaluate training needs related to HR and develop plans for addressing training needs. (PI 7D.5)**
 - *Administration Section Chief*

ADDRESS THE GROWING DEMAND FOR DATA ANALYTICS AND RMS MANAGEMENT.

- **Evaluate the possibility of hiring a Data Analyst/RMS Manager. (CC 9C.1)**
 - *Administration Section Chief*
- **Evaluate the training needs for Admin personnel who deal with data and data analytics.**
 - *Administration Section Chief*
- **Propose a plan to address the staffing and/or training needs related to data analytics and RMS management.**
 - *Administration Section Chief*

EVALUATE JOB DESCRIPTIONS AND THE EVALUATION PROCESS TO ENSURE THEY ARE CURRENT AND RELATIVE TO THE POSITION.

- **Evaluate all job descriptions and update as needed. (PI 7D.2)**
 - *Human Resources*
- **Evaluate and improve how personnel are compensated when filling multiple jobs or operating outside of their normal job description. (CC 7E.1)**
 - *Administration Section Chief*
- **Work with the Administrative Section to evaluate current processes and mechanisms to evaluate employee and supervisor performance and update as needed. (PI 7D.3)**

- *Human Resources*

ENSURE WAGES AND BENEFITS ARE COMPETITIVE.

- **Complete comprehensive evaluation/overhaul of the pay plan. (CC 7E.1)**
 - *Fire Chief, Administration Section Chief*
- **Ensure that all positions have clearly identified succession pathways and opportunities for personal growth and advancement with or without promotion. (PI 7D.6)**
 - *Administration Section Chief*
- **Evaluate ways to add and maximize other employee benefits. (PI 7E.2)**
 - *Administration Section Chief, Human Resources*
- **Develop a strategy to ensure stability in healthcare benefits. (PI 7E.2)**
 - *Human Resources*

ENSURE ADEQUATE STAFFING FOR ALL DIVISIONS.

- **Evaluate staffing needs for all organization sections. (PI 7B.4)**
 - *Human Resources*

S.P. 3 - FINANCE/ADMIN FUNCTIONS

ENSURE MAXIMUM EFFICIENCY IN ALL FINANCIAL PROCESSES.

- **Evaluate options to maximize automation in the payroll process.**
 - *Finance*
- **Evaluate all internal controls and safeguards related to financial management.**
 - *Administrative Section Chief*
- **Evaluate and ensure maximum efficiency in liabilities, billing, and accounts receivable processes. (PI 4A.2, CC 4A.3)**
 - *Finance*

ENSURE REDUNDANCY AND CONTINUITY OF BUSINESS IN ALL AREAS.

- **Ensure clear workflows exist for all processes. (PI 4B.1, PI 4B.2)**
 - **Section Chiefs**
- **Create redundancy in roles through training and job shadowing. (PI 4B.1)**
 - **Section Chiefs**

ENSURE THAT ALL NON-TAX LEVEL REVENUE IS MAXIMIZED AS APPROPRIATE.

- **Evaluate ambulance billing processes to ensure maximum returns and ensure compliance with district billing expectations.**
 - **Finance**
- **Evaluate opportunities to appropriately increase non-tax levy revenue, including wildland, training, fleet, prevention fees, out of district responses, and ambulance revenue to reduce the districts dependence on tax-levy revenue. (PI 4B.7)**
 - **Administration Section Chief**
- **Ensure the district is taking all appropriate steps to prepare for potential challenges in future economic conditions (downturn/recession). (CC 4C.1, CC 4C.5)**
 - **Fire Chief**

MAXIMIZE USE OF AVAILABLE GRANT FUNDING.

- **Evaluate duties of the Grant Administrator to ensure primary focus is on grants and grant management.**
 - **Administration Section Chief**
- **Seek out all local, state, federal, and corporate grant dollars and subsidies that are available.**
 - **Administration Captain**
- **Ensure all grant management processes are compliant and sustainable. (PI 4B.9)**
 - **Administration Captain**
- **Develop clear workflows and redundancy in all job duties related to grant management.**
 - **Administration Section Chief, Administration Captain**

LOGISTICS



S.P. 4 - EQUIPMENT

ENSURE AN ADEQUATE INVENTORY OF SUPPLIES, EQUIPMENT, AND APPARATUS IS CONSISTENTLY IN PLACE TO MEET THE NEEDS FOR EMERGENT AND NONEMERGENT SERVICES.

- Evaluate current district vendors, and seek potential alternatives, to ensure competitive costs and reduce the negative effects of supply chain issues. (CC 10B.1)
 - *Logistics Captain*
- Ensure all equipment inspections, testing, and maintenance are performed to industry standards. (CC 6E.3)
 - *Logistics Captain*
- Create a maintenance and replacement schedule for all equipment with a service date or end of life date. (PI 6E.1)
 - *Logistics Captain*
- Employ a centralized asset management and procurement system. (PI 6E.4)
 - *Logistics Captain*
- Acquire and maintain standardized medical equipment on ambulance and fire apparatus. (PI 6E.5)
 - *EMS Captain*
- Finish providing a second set of personal protective equipment (PPE), inclusive of firefighting gloves and barrier type hoods, for each firefighter. (CC 6F.1)
 - *Logistics Captain*

S.P. 5 - FACILITIES

ADDRESS THE GROWING DEMAND FOR I.T. EQUIPMENT AND SUPPORT.

- Evaluate current IT contracts and explore alternative vendors to ensure compliance and competitive pricing. (PI 9D.3)
 - *Logistics Section Chief*
- Evaluate the current system for performance gaps, integration, backup, and security. (PI 9D.4)

- *Logistics Section Chief*
- **Identify and document responsibilities of hardware and software support of all technology systems. (PI 9D.3)**

- *Logistics Section Chief*

STANDARDIZED DESIGN AND MAINTENANCE OF FACILITIES. (CC 6B.3)

- **Employ a scheduled maintenance/replacement plan for essential items at facilities. (PI 6B.2)**

- *Logistics Section Chief*

- **Develop an action plan for the replacement/addition of structures, land, and/or future facility needs. (PI 6B.1)**

- *Logistics Section Chief*

COMPLETE CURRENT PROJECTS AND FUTURE PLANNING FOR DISTRICT FACILITIES

- **Complete the Station 13 roof replacement and water drainage projects.**

- *Logistics Section Chief*

- **Complete the Station 15 remodel to include NFPA design standards and ADA compliance.**

- *Logistics Section Chief*

- **Complete remodel and expansion to house a third firefighter at Station 19.**

- *Logistics Section Chief*

- **Begin the engineering and architectural process for the future Station 20 build and evaluate the overall land size for potential market value.**

- *Logistics Section Chief*

- **Complete training site/facility needs assessment and site plan with all stakeholders (Operations, Logistics, Admin, NPC). (CC 8C.1)**

- *Logistics Section Chief*

S.P. 6 - FLEET

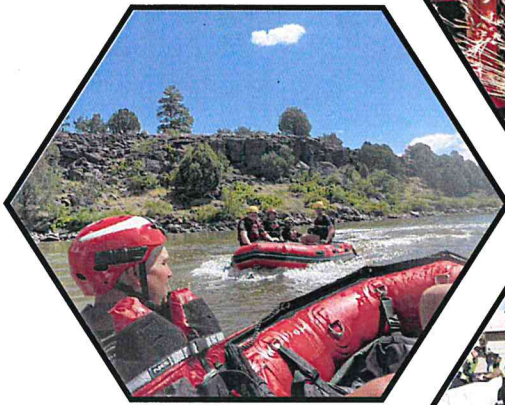
ADDRESS THE GROWING DEMAND FOR VEHICLE/ASSET MAINTENANCE AND REPLACEMENT.

- **Plan for, and schedule, the sale or disposal of surplus district apparatus, equipment etc. (PI 6D.4)**
 - ***Fleet Manager, Logistics Captain***
- **Develop a schedule that forecasts vehicle replacement, considering district need, vehicle/chassis availability, delivery lead time, and appropriate order timelines. (PI 6C.2)**
 - ***Fleet Manager***

IMPROVE FLEETS INTERNAL CONTROLS AND CAPABILITIES.

- **Update and review parts inventory management systems and apply improvements as needed. (CC 6D.1)**
 - ***Fleet Manager***
- **Standardize and update fleet facilities tools and equipment. (PI 6D.2)**
 - ***Fleet Manager***
- **Develop a current fleet tool/equipment inventory tracking and replacement plan. (PI 6E.2)**
 - ***Fleet Manager***
- **Develop a quality control guide and procedures that meet NPFA Standards.**
 - ***Fleet Manager***
- **Track vehicle service schedules to ensure compliance and identify areas of improvement. (CC 6D.1, CC 6D.5)**
 - ***Fleet Manager***
- **Maintain and expand fleet capabilities through continuing education and certification opportunities. (PI 6D.3)**
 - ***Fleet Manager***

OPERATIONS



S.P. 7 - OPERATIONS

ENSURE CONSTANT IMPROVEMENT IN THE DISTRICT'S OPERATIONAL PERFORMANCE.

- **Develop a Standards of Cover document to identify the current and expected service demands and a plan to meet those demands. (CC 2A.3, CC 2B.1, CC 2B.4, CC 2C.1, CC 2C.2)**
 - ***Operations Section Chief, Administration Captain***
- **Create emergency operation plans in cooperation with local law enforcement agencies and local school districts to provide for unified command and to address significant safety, security, mass-casualty and fire events at our local schools and other target hazards. (PI 2B.7)**
 - ***Operations Section Chief***
- **Improve data collection and reporting management to assist the staff and fire board in supporting well-informed decisions for service delivery. (CC 2D.9)**
 - ***Administration Captain***

ENSURE A COMPREHENSIVE AND EFFECTIVE STANDARD OPERATING GUIDELINES MANUAL.

- **Identify currently published SOGs that are out of date and update with best practices as needed. (CC 5F.1, CC 9C.3)**
 - ***Operations Section Chief***
- **Identify, create, and publish additional guidelines which improve performance. (PI 2D.4)**
 - ***Operations Section Chief***

IMPROVE USE OF CURRENTLY AVAILABLE TECHNOLOGIES IN THE DISTRICT'S DISPATCH CENTER.

- **Increase use of Emergency Medical Dispatch (EMD). (PI 9B.10)**
 - ***Operations Section Chief***
- **Evaluate the implementation of Emergency Fire Dispatch (EFD).**
 - ***Operations Section Chief***
- **Evaluate viable alternative resource dispatching models for tiered responses.**
 - ***Operations Section Chief***

- Evaluate MDT offline mapping software for response efficiency and ease of maintenance. (PI 9B.12)
 - *Logistics Captain*

S.P. 8 - TRAINING

MAXIMIZE MUTUAL PARTNERSHIP WITH NORTHLAND PIONEER COLLEGE.

- Establish a presence on Northland Pioneer College Advisory Board. (CC 8C.1)
 - *Training Division Chief*
- Increase presence in all NPC fire and EMS programs.
 - *Training Division Chief*

PROVIDE AND MAINTAIN TRAINING TO MEET THE NEEDS OF THE ORGANIZATION AND THE COMMUNITY.

- Identify opportunities to promote employee development through tuition reimbursement funding. (CC 8A.1)
 - *Human Resources*
- Establish a plan to execute a Firefighter I/II academy. (PI 8B.1)
 - *Training Division Chief*
- Complete assessment of conducting our own accredited paramedic program. (PI 7B.4, PI 8B.1)
 - *Training Division Chief*
- Evaluate the viability of running a full off-the-street academy (FF/EMT).
 - *Training Division Chief*
- Evaluate the current LMS (Vector Solutions) and if needed, identify/evaluate alternative platforms. (PI 8C.3, PI 8C.4, PI 8C.7)
 - *Training Division Chief*
- Evaluate and update Minimum Company Standards (MCS) including a name change to Company Performance Standards (CPS) (Engine and Truck). (CC 8A.1, PI 8A.4)
 - *Training Division Chief*

- **Complete a captain and engineer academy every other year ongoing. (PI 7B.10, PI 8B.2, PI 7D.5)**
 - ***Training Division Chief***
- **Evaluate the potential expansion of TMFMD's role in the AZ State Battalion Chief Academy. (PI 7B.10, PI 7D.5, PI 8B.2)**
 - ***Training Division Chief***
- **Implement RQI or equivalent program to replace ASHI.**
 - ***Training Division Chief***
- **Increase EMS training to stay current with standards, protocols, best practices, and develop additional skills consistent with emerging technologies.**
 - ***EMS Captain, Training Captain***
- **Provide and maintain specialty response training consistent with the Community Risk Assessment and national standards to operational level for all operations personnel with at least one technician level operator on each shift. (CC 5F.1)**
 - ***Training Division Chief***

ENSURE POSITION QUALIFYING WORKBOOKS (PQW) ARE CURRENT AND EFFECTIVE.

- **Establish standard process for evaluating and revising PQWs and the PQW process. (PI 7D.5)**
 - ***Training Division Chief***
- **Revise the Probationary PQW to meet PFT standards. (CC 7B.6)**
 - ***Training Division Chief***

ENSURE THE NEW HIRE TRAINING PROCESS MEETS THE NEEDS OF THE DISTRICT.

- **Evaluate and define hiring and promotional procedures to clarify roles of Administration vs. Training. (CC 7B.3)**
 - ***Human Resources***
- **New hires complete a formal assessment process with PFT during the orientation process. (CC 7B.5)**
 - ***Training Division Chief***

ENSURE A COMPREHENSIVE HEALTH AND WELLNESS PROGRAM.

- **Conduct a full needs assessment of district wide policies, practices, engineering controls related to health and wellness. (PI 11A.1)**
 - ***Human Resources***
- **Improve communication between Administration and the Health and Wellness Committee on staff injuries. (PI 11A.7)**
 - ***Human Resources***
- **Provide employee education specific to cancer, cardiac risks, physical fitness, and employee mental health. (PI 11B.3)**
 - ***Health and Wellness Working Group***
- **Expand the annual district physicals to include enhanced cancer screening and behavioral health assessment. (PI 11B.5)**
 - ***Human Resources***

S.P. 9 - MEDICAL SERVICES

IMPROVE INTERNAL CUSTOMER SUPPORT, SPECIFICALLY RELATED TO INCREASED 911 SERVICE DEMAND AND INTERFACILITY TRANSPORT SERVICES.

- **Evaluate and implement alternative dispatch and response models. (CC 5F.1)**
 - ***Operations Section Chief***
- **Research the feasibility of Alternative Response Vehicles (ARV). (CC 6C.1)**
 - ***Operations Section Chief***
- **Evaluate Reserve interfacility transport (IFT) staffing program. (PI 7B.10)**
 - ***EMS Division Chief***

ENSURE EXCELLENT PATIENT CARE THROUGH BEST PRACTICES.

- **Develop Company Performance Standards for EMS related activities. (CC 8B.3)**
 - ***Training Division Chief***
- **Remain engaged in the current EMS Quality Improvement Grant. (PI 5F.7)**

- **EMS Division Chief**

FULLY DEVELOP THE CQI PROCESS FOR CONTINUED IMPROVEMENT IN PATIENT OUTCOMES.

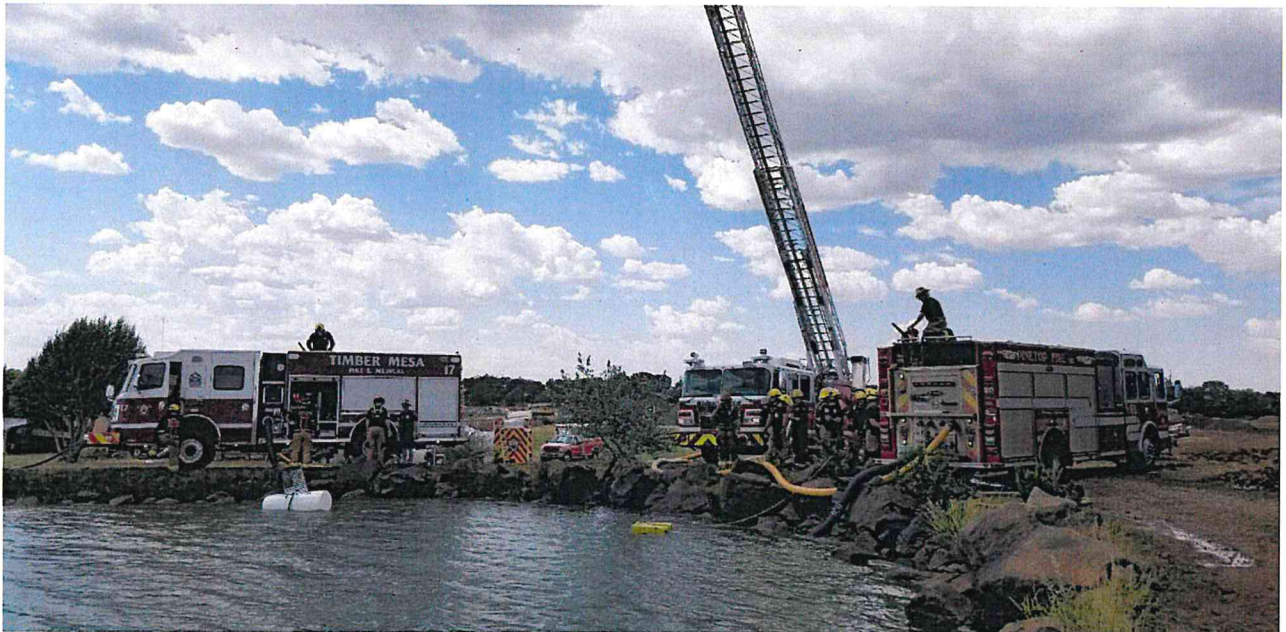
- **Identify and develop training curriculum based off CQI findings and related areas for improvement. (CC 8A.1, PI 8B.1)**
 - **Training Division Chief**
- **Move the entire CQI process from the current Report to Review side of Image Trend. (PI 5F.7)**
 - **EMS Division Chief**
- **The six CQI subject matter experts create two reviews per year in their respective subject areas that identify key performance indicators, trends, areas of excellent performance, and areas of needed improvement. (PI 8B.2)**
 - **EMS Captain**

EVALUATE THE NEED FOR "VALUE ADDED" SERVICES.

- **Evaluate the need for a community paramedicine program. (CC 5F.1)**
 - **EMS Division Chief**
- **Evaluate the need to partner with Summit to support home healthcare.**
 - **EMS Division Chief**
- **Expand the existing treat/refer program. (CC 5F.2, CC 5F.4)**
 - **EMS Division Chief**



EXCELLENCE EMPATHY EMPOWERMENT PROFESSIONALISM





EVALUATION

STRATEGIC GOAL ANNUAL APPRAISAL (PI 3B.4)

The Annual Appraisal is a bridging document between several district processes that often exist in a silo-type environment - accreditation, budget, and the strategic plan. The annual program appraisals serve as a link for each of these processes when the appraisals are used beyond the sole requirement for the program performance indicators.

DATE OF APPRAISAL:

SECTION:

PRIORITY:

IDENTIFIED GOAL:

APPLICABLE CC'S AND PI'S:

1.OBJECTIVE:

Responsible identifier:

Associated tasks:

a.

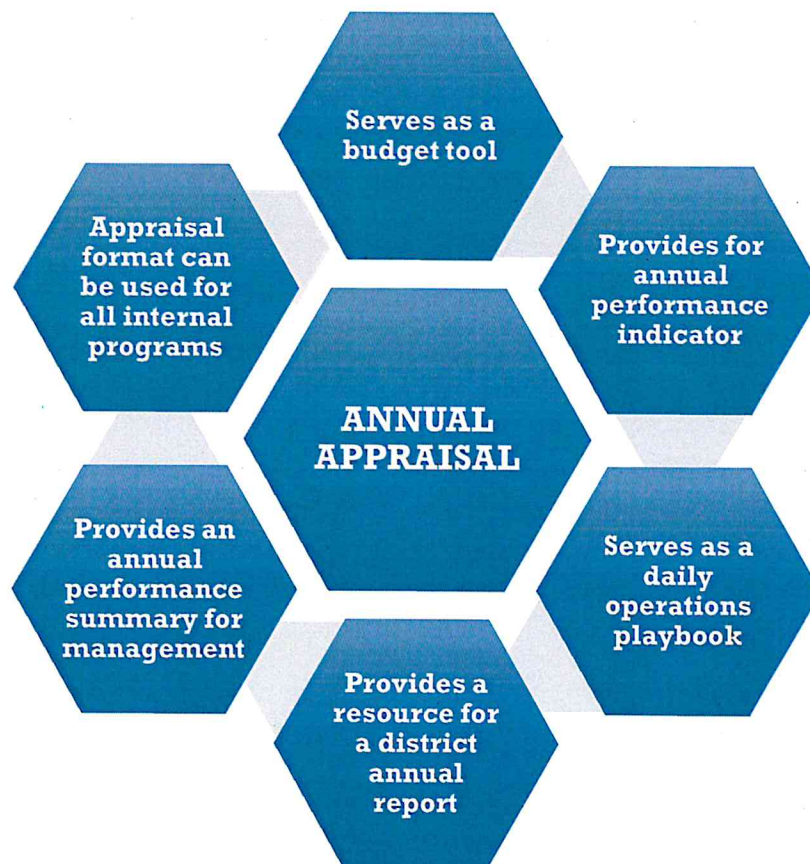
b.

PROGRESS APPRAISAL:

NEEDS:

THE ANNUAL APPRAISAL...

- Supports the section's proposed budget for the new budget year by definitively identifying resources needed to accomplish the identified goals and objectives. Budget worksheets can be attached to the appraisal as part of the report narrative or as an addendum. The appraisal essentially becomes a justification document for the requested budget.
- Ensures that the section's goals and objectives are in sync with the agency's strategic plan. The goals of the section can be linked to the district's strategic initiatives or goals.
- Provides an opportunity for the associated PI's to be updated and included as evidence of a comprehensive annual self-assessment.
- Provides a resource to draw from for the development of a district-wide annual report for the governing board and public; this process makes it a much easier task for the annual report facilitator.
- Provides a daily operation playbook for the program manager – an annual appraisal that contains goals and objectives for the current year can be used as a guiding document for daily operations.
- Provides an annual performance summary for the supervisor of the program manager as well as the fire chief.
- Process can be expanded to all areas of the district beyond the requirements of accreditation, such as logistics, training, HR, etc.







TIMBER MESA FIRE & MEDICAL DISTRICT

WWW.TIMBERMESAFIRE.ORG

Notice of Meeting

The Board of Directors of the Timber Mesa Fire & Medical District will meet in regular session on Monday, January 27th, 2025, at 3:00 pm. The meeting will be held at the Fire District Administrative Offices located at 3561 E. Deuce of Clubs, Show Low, Arizona. The meeting room will be accessible to the public at 2:30 pm. The Board may vote to go into executive session on any agenda item, pursuant to A.R.S. 38-431.03(A)(3) for legal advice with the District's attorney on matters as set forth in the agenda item. Board Members may attend by telephonic conference. The following topics and any variables thereto, will be subject to board consideration, discussion, approval, or other action. All items are set for possible action.

Regular Meeting Agenda

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL OF BOARD MEMBERS
4. APPROVAL OF MINUTES
 - a. Regular Session of December 16th, 2024
5. CALL TO THE PUBLIC

Consideration and discussion of comments from the public: Those wishing to address the Timber Mesa Fire and Medical District Board need not request permission in advance. The Fire District Board is not permitted to discuss or act on any item raised in the call to the public unless an item is specifically noticed for discussion and legal action. However, individual Board members may be permitted to respond to criticism directed to them. Otherwise, the Board may direct that staff review the matter or that the matter be placed on a future agenda. The Fire District Board cannot discuss or take legal action on any issue raised during the call to the public due to restrictions of the Open Meeting Law.

6. RECGONITION
 - a. Paramedic certification recognition
7. REPORTS - The governing body may not propose, discuss, deliberate, or take legal action on this matter unless that specific matter is properly identified on the agenda. Therefore, action taken as a result of a report will be limited to directing staff to study the matter or scheduling the matter for further consideration and decision at a later date.
 - a. Fire Board Report
 - b. ✓ Fire Chief's Report
 - Legislative items: HB 2124: Hospitals: Interfacility transports, HB 2197: Certificate of necessity: repeal, and HB 2661 Certificate of necessity: exemption
 - Budget Development process
 - Memorandum of Understanding with the Timber Mesa Chapter of the White Mountain Firefighters Association.
 - c. ✓ Administrative Services Report
 - Assistance to Firefighters Grant and Department of Forestry and Fire Management grant submission
 - Open Firefighter/Paramedic job posting
 - d. ✓ Operations, Medical Services, and Training Report
 - Overview of recent residential and commercial structure fires
 - Regional training with Dr. Gassaway
 - e. ✓ Prevention Report
 - Uptick in structure fire investigations in District and supporting partners
 - f. ✓ Logistics, Support Services, and Fleet Maintenance Report

ADMIN: (928) 537-5100 FAX (928) 368-5643 TRAINING: (928) 537-5123
3561 E. DEUCE OF CLUBS SHOW LOW, AZ 85901



TIMBER MESA FIRE & MEDICAL DISTRICT

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- Received a new type one ambulance
 - Ambulance milage report
 - Station 13 construction project update
8. ANNOUNCEMENTS and CORRESPONDENCE
 9. BUSINESS
 - a. **Discussion and possible action re:** December 2024, Financial Reports
 - b. **Discussion and possible action re:** Update account singers with National Bank of Arizona
 - c. **Discussion and possible action re:** Regional wildfire concerns and preparedness
 - d. **Discussion and possible action re:** Fire Chief annual performance evaluation process
 10. NEW AGENDA ITEMS
 11. ADJOURNMENT

If any person needs accommodation, please notify the Timber Mesa Fire & Medical District prior to the scheduled meeting time. A copy of the agenda background materials is provided to the Fire District Board Members (except for materials relating to possible executive session) and is available to the public at the Administrative Office of the Timber Mesa Fire & Medical District.

I, Randy Chevalier, do hereby certify that this forgoing notice was posted on or before Friday, January 24th, 2025, at 3:00 PM.

Fire Chief, Timber Mesa Fire and Medical District