



TIMBER MESA FIRE AND MEDICAL DISTRICT

The regular session of the Timber Mesa Fire and Medical District was convened on October 25, 2021, 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 Dennis Hughes called the meeting to order at approximately 3:00 pm.
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL OF BOARD MEMBERS** – Chair Dennis Hughes, Clerk Amy Kay, Member Paul Wyatt, and Member Lynn Browne-Wagner.
4. **APPROVAL OF MINUTES**
Regular Session of September 27, 2021

Member Paul Wyatt motioned to approve the Regular Session minutes from September 27, 2021, as written and Chair Dennis Hughes seconded the motion. The vote was unanimous, and the motion carried.

5. **CALL TO THE PUBLIC**
None
6. **EMPLOYEE RECOGNITION**
 - A. New Employee – Cory Lakosky-Facilities Maintenance
 - B. Badge Presentation – Firefighter/Paramedic Marc Rova completed probationary period
7. **REPORTS AND CORRESPONDENCE**
 - A. Fire Board Report – no reports given.
 - B. Fire Chief's Report – Report included in the packet. Chief Chevalier referred the Board to Chief Savage's report. No questions from the Board.
 - C. Administrative Services Report – Report included in the packet. No questions from the Board.
 - D. Operations, Medical Services and Training Report – Report included in the packet. Chair Dennis Hughes asked for an explanation on the prop with Chief Livermore explaining the agreement with the City of Show Low.
 - E. Logistic, Support Services and Fleet Maintenance report – Report included in the packet. Member Paul Wyatt asked about the diagnostic equipment in Fleet with Chief Wood explaining.
 - F. Prevention and Community Risk Reduction report – Report included in the packet. Member Paul Wyatt asked if the District is working with the cities of Show Low and Pinetop/Lakeside and Navajo County

regarding the fire code. Chief Russell gave an update. Discussion ensued regarding a universal process for plan reviews.

8. ANNOUNCEMENTS

None

9. BUSINESS

A. Discussion and Possible Action: September 2021 Financial Reports

Mr. Gabe Buldra, Principal for James Vincent Group, presented the monthly financials for September 2021 which include the Balance sheet, Summary of reconciled cash balances, Income Statement of Revenues and Expenditures, Capital Estimated vs Actual expenses YTD, Income vs. Expenses graph, Monthly Disbursement report and 12-month cash flow. He informed the Board that the first half taxes were in with just under \$2 million available. Revenues are strong so the line of credit was not needed. Revenue for the month of September is \$884,767 which is over budget by \$267,191 due to property tax collection, ambulance revenue and wildland revenue. Mr. Buldra let the Board know that the ambulance rate increase application has been submitted to DHS. Expenses for September total \$1,074,146 which is under budget by \$55,662. Year-to-Date revenue is \$1,771,610 which is \$213,112 over budget. Year-to-Date expenses are \$3,038,813 which is \$123,346 under budget.

Chair Dennis Hughes moved that we approve the financial reports for the month of September 2021 as presented, and Clerk Amy Kay seconded the motion. The vote was unanimous, and the motion carried.

B. Discussion and Possible Action: Policy 4.02 Holidays

Chief Chevalier referred the Board to Policy 4.02. The changes were recommended by the District's Human Resources consultant to update language, conform to current law, and adjust policy to match current best practices.

C. Discussion and Possible Action: Policy 4.06 Accidental Death and Dismemberment/Cancer Insurance

Chief Chevalier referred the Board to Policy 4.06. The changes were recommended by the District's Human Resources consultant to update language, conform to current law, and adjust policy to match current best practices.

D. Discussion and Possible Action: Policy 4.08 Arizona State Retirement Benefits

Chief Chevalier referred the Board to Policy 4.08. The changes were recommended by the District's Human Resources consultant to update language, conform to current law, and adjust policy to match current best practices.

E. Discussion and Possible Action: Policy 4.11 Modified Duty Assignment

Chief Chevalier referred the Board to Policy 4.11. The changes were recommended by the District's Human Resources consultant to update language, conform to current law, and adjust policy to match current best practices.

Chair Dennis Hughes asked legal council if the motion could include policies 4.02, 4.06, 4.08, 4.11. Mr. Whittington stated yes.

Chair Dennis Hughes moved that we approve the changes to Policy 4.02 Holidays, 4.06 Accidental Death and Dismemberment/Cancer Insurance, Policy 4.08 Arizona State Retirement Benefits and Policy 4.11 Modified Duty Assignment as presented, and Member Paul Wyatt seconded the motion. The vote was unanimous, and the motion carried.

F. Discussion and Possible Action: Approval of Cooperative Staffing Agreement between the Arizona State Fire Training Committee and the Timber Mesa Fire and Medical District

Chief Chevalier referred the Board to the draft MOU included in the board packet. Mr. Whittington helped craft the document. Discussion ensued regarding the process and reimbursement. Chief Wood gave some background on the State Training committee and his involvement.

Chair Dennis Hughes moved that we approve the Memorandum of Understanding between the Timber Mesa Fire and Medical District and the Arizona Center for Public Safety Excellence – Training Committee to employ the two members of the State Training Committee and have that committee reimburse the Fire District fully for any employee related expenses, and Member Paul Wyatt seconded the motion. The vote was unanimous, and the motion carried.

10. NEW AGENDA ITEMS

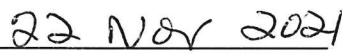
Audit Presentation at the November 22nd meeting

11. ADJOURNMENT

Thereafter, Chair Dennis Hughes declared the public session adjourned at approximately 3:32 pm.



Board Clerk



Date