

APRIL 2021 MEETING MINUTES

1. **Call to order by Chairperson Lewis at 10:01 am**
2. **Roll Call** – Chairperson Lewis- PRESENT, Clerk Wiese- PRESENT, Member Haupricht- PRESENT, Member Nahass- PRESENT, Member Morgenthal- PRESENT
3. **Call to the Public** - *NO Comments from the Public*
4. **Approval of Minutes**
 - A. **March 9, 2020 Meeting Minutes-** *Motion made by P. Nahass to approve March 9, 2021 meeting minutes; Second by J. Haupricht; All members present voted AYE; MOTION PASSED*
5. **Finance**
 - A. **Financial Report-** *Motion made by J. Haupricht to accept the Financial Report; Second by M. Morgenthal; All members present voted AYE; MOTION PASSED*
6. **Reports & Correspondence**
 - A. **Department Report-** *Chief Western provided the department report, highlighting the items over the past year that have been completed and some of the upcoming training;*
 - B. **Correspondence-** *Chief Western provide the Correspondence for the month, highlighting the upcoming CERT Training for the community, he explained what it was and how it will assist the community; He also provided the approved copy of the Special Event Permit for the Community Fire Safety and Fun day on May 22nd, while it is no longer required due to COVID-19 restrictions being lifted, should something change the event is still covered; The proposal from KAIROS for insurance for the chief was present; Chief Western inquired to the possibility of raising the benefit paid for insurance from \$750 to \$850 per month to cover the increase in premium; M Wiese inquired as to other options, as the premium has increased from what was paid before. Chief Western stated he would research the plans available, but that from what he has found to date; most will not provide group rates to organizations with less than 2 Full Time employees. Motion was made by M. Wiese to accept the reports; Second by P. Nahass; All members present voted AYE; MOTION PASSED*
7. **Topics of Discussion and Possible Action**
 - A. **Swearing in of New Personnel-** *Jasmine Marchese was sworn in by Chief Western as a new Volunteer. Fred Wass and Jill Wass were not available and were sworn in by Chief Western at 1pm that day.*
 - B. **Policies and Procedures-** *Chief Western provide several new policies he wrote over the past month, but requested the board await to vote on the policies until Item D was decided on.*
 - C. **Rescue Equipment-** *Chief Western discussed the recent Water Rescues that the department has responded to and the need to increase our equipment to include basic Water Rescue Equipment and that in the new budget, he would be seeking Basic Rope Rescue Equipment as well. Chief Western will be purchasing Basic Water Rescue equipment within the next month.*
 - D. **Lexipro-** *Member Nahass stepped out of the meeting for a bit but asked the meeting to continue; Chief Western present the proposal from Lexipol, they are a company that provides policies for several Fire Districts in the State of Arizona, some small like ours and other very large. They have an online portal that allows us to make the changes we need for our department and then provides the policies online to all of our personnel. The advantage is both time savings and legal protection. He stated that by utilizing this service we could have over a 1000 hours of research and writing of polices; He further explained that they keep up on the current laws regarding various policies and that they are legally defensible; M. Wiese stated that she believes the program would be great for the legal defense of our policies in the future. J. Haupricht mentioned that we did not*

want to overload our personnel with policies that would not apply to our department; Chief Western explained that the department has to option of not using the policies that would not pertain to us, and we also have the option of changing them to fit our organization- Motion Made by J. Haupricht to accept the proposal by Lexipol and move forward with policies from their company. Second by D. Lewis; All members present voted AYE, P. Nahass was not present to vote; MOTION PASSED

- E. **Target Solutions-** Member Nahass returned to the meeting; Chief Western presented the proposal from Target Solutions to provide online training for all of our personnel; He stated his hesitation to the program, in that the volunteers don't all utilize the online trainings that he has provided over the past six months, but that Target Solutions can provide several programs for Firefighter I and II training, Fire Officer Training and EMS Continuing Education and would allow volunteers to complete a classroom training class at home when they are available and then utilize our monthly volunteer training days for actual skills; J. Haupricht brought up the point that online training is what most organizations have had to do over the past year. D Lewis inquired as to the cost of a training program like Fire I and II; Chief Western explained that if we purchased the Training Programs separately, they would cost anywhere from \$500 to \$1000 each- Motion was made by J Haupricht to accept the proposal from Target Solutions and move forward with the Online Training Platform; Second was made by D. Lewis; All members present voted AYE; MOTION PASSED.
 - F. **Budget Discussions-** Chief Western present the budget, he explained that the budget was based on a 97% collection rate from property taxes. He further discussed the numbers in equipment and personnel costs. Also budgeted for a Cardiac Monitor in the Capital Account, in the event a Grant is not obtained. J. Haupricht commented on how he understood we needed to increase the pay for certified personnel, paying them more for what they are worth to us. Chief Western discussed how the budget should be completed and voted on during the May meeting, then it can be posted, and during the June Meeting we can have public comment, before it is ratified and sent to the county.
 - G. **Fire Chief's Evaluation and Salary-** Chief Western provided an annual report of all his accomplishments along with a list of goals he would like to accomplish over the next year and areas he would like to improve upon. Motion was made by D. Lewis to increase the Annual Salary of the Chief to \$55,000, effective May 1, 2021; Second was made by J. Haupricht; All members present voted AYE; MOTION PASSED
 - H. **Review Fire Chief Calendar-** Chief Western present the department calendar, he explained that over the next several weeks, the department has several trainings and that he was asked to provide training to all the employees of the COCONINO COUNTY PUBLIC WORKS department in the area of Situational Awareness;
 - I. **Review Fire Board Task Calendar;**
 - a. 2022 FY Budget Discussions
 - b. Changing the Board Meeting time to 10am year round
8. **Fire Board Comments - NO further comments were made**
9. **Adjournment-** Motion made by M Wiese to adjourn the meeting; Second by J. Haupricht; All members present voted AYE; MOTION PASSED