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**GOVERNING BOARD MEETING MINUTES -- DRAFT**

April 26, 2016 – 1000 hrs.

*Pursuant to A.R.S. §38.431.02, notice is hereby given to the general public that the Pinal Rural Fire Rescue & Medical District held a meeting Tuesday, April 22, 2016. The meeting was held at the Pinal Rural Fire Rescue & Medical District’s Fire Station 625, 15062 S. Hwy 77, Mammoth, Az. 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 or other participants (attorneys) may attend by telephonic conference. The following topics and any variables thereto, will be subject to Board consideration, discussion, approval, or other action. All Agenda items are set for possible action.*

**GENERAL SESSION MINUTES**

1. Call to Order

Board Chairman Steve Turcotte called the meeting to order at 10:10 a.m.

1. Roll Call of Board Members: Roll Call showed Board Chairman Steve Turcotte, and Board members Tom Carlson and Georgina Jacquez present. Staff present was Fire Chief Rod Prast, Bobby Apodaca, Ian Whittaker, James & Juni Soto, and Texas Blackwell.
2. Pledge of Allegiance: The Pledge of Allegiance was led by Chairman Turcotte
3. Old Business
   1. Approval of Minutes: Chairman Turcotte opens discussion/review of regular Board Meeting minutes of February 22, 2016. Motion to approve minutes by Clerk/Director Carlson, Seconded by Director Jacquez. Motion passes 3 votes.
4. New Business

*5.Wildland Fire Issues/update.*  Chairman Turcotte explained that we have significant wildland/urban interface risks and concur that we remain in the dangerous “red zone” risk as outlined in the current Pinal County Wildland Risk Management Plan. We’ve has 19” of rain for the year and the grasslands have extensive dried-out fuels to help drive a wildfire. We’ve been working with Arizona State Forestry (Jeff Whitney & Staff) and they’ve stated it could be a ‘banner year’ for wildfires. Due to the significant fires in 2015---the Kearny River fire and the fire in Mohave County where there were structural losses, FEMA has outlined a FMAG grant proposal for those Counties to help with wildfire management. This is thru mitigation and the 3 Zones: ‘defensible space’ work which will help protect residents and visitors from wildfire spread to homes and businesses. We have applied for this grant in concert with WNRC as the lead agency; and PRFR will support those zones with crews and assessors. The areas will include much of the ‘red zone’ or most dangerous wildfire threat and will cover from Kearny down to San Manual (along the San Pedro River valley). Phase 1 starts at Kearny and moves south, and is a 2.5 year program of about $130K. Escape corridors will be established but no firebreaks allowed, as part of Grant proposal guidelines. Fire crews and a 20-man hand crew from Florence area will be utilized for the work. PRFRMD has transitioned from a Co-operator agreement (Contractor), to a combination Contractor and Governmental partner with the new IGA signed with State Forestry. **Motion**: No motion//information only. **Action**: Info only.

*6. Discussion on District Current/Future Programs offered to Community/Public update*. Chairman Turcotte explained some of the programs that PRFRMD currently has in place, or is planning on offering as part of our service to the Communities we serve. Chief Prast outlined the “Home Alone” Program as the Chairman’s’ request. The Home Alone Program has been funded by the County, sponsored/supported by fire agencies in Pinal County, and supported by PCSO (Pinal County Sheriff’s Dispatch 911 Center). The program is designed to have equipment installed in a residents’ home with an emergency notification pendant for the resident to notify 911 in case of fall or inability to call for help. We check the unit’s approx. 12-18 mos. As required, and reprogram them. We can also provide any home inspection that folks would like free of charge. We stand ready to help our members with health/safety issues that they may have. Chairman Turcotte also covered other important program offerings—we have car seats to donate/install once we acquire a certified car seat installer on staff; the Community Paramedic Program is a new, upcoming program for the future that allows for our Medical Personnel to visit residents/home-bound residents in the region and help them with post-surgery issues, other medical procedure concerns, etc. It was created 3+ years ago in Colorado to help take some burden off the 911 system, whereas there were some EMS calls that required support/assistance that wasn’t life-threatening, etc. This program is provided as a public service by our Fire Department and can help address additional needs. Staffing usually is with a PA or NP coupled with an EMR, EMT or Paramedic, or (Physician’s Assistant and Nurse Practitioner). These are similar to doctor’s visits follow-ups and surgical follow-up visits. This program is very important in Rural Medicine of which here we are. No further board discussion. We also will have fire safety/fire prevention inspection programs to help residents identify safety issues and managing HHW (household hazardous wastes). We will also have a smoke detector installation program, to help residents be alerted to fire/smoke in their home quicker and be able to escape safely; and help reduce injury and death in homes. Early detection and having an escape plan in the home is critical---as well as practice it. **Motion**: No Motion/information only. **Action**: No action.

*7. Discussion/action on 911 Call/Dispatching matrix issues.* Chairman Turcotte explained that the District has been encountering mis-communication or misinformation regarding calls for assistance and District border issues. There are clearly major problems with having several dispatch centers for multiple agencies. Chief Prast explained that we receive 911 calls from the Sheriff, DPS, Mammoth PD, and SW Ambulance Dispatch; with varying communication guidelines. He has pushed and supports a “regional dispatch center” which will provide a central dispatching center that can send needed resources in a timely-manner under a response tiered approach that is recommended by NFPA. Currently, for a rural structure fire, the Fireground needs are for 3 engines and 1 Tender to support the demands of a fire. Currently, more departments offer up 1 engine/tender. Time is critical—and a regional center would help ALL the communities’ needs and save lives/properties. Chairman Turcotte concurs with this data and heard comments from Dudleyville and Mammoth FD reps in the audience about the dispatch problems. Also, Chief Prast noted to the Board that he has tried to contact DPS Sgt. Blue who is coordinating dispatch center areas from Kearny-Mammoth, but Chief cannot get ahold of the DPS rep. All discussion outlined a ‘desire’ to sit down and discuss dispatch and response matrix guidelines to help communication and response guidelines. All agreed that this is a problem and needs to be addressed. Key points are establishing working relationships and radio interoperability (Ch. Apodaca comments). **Motion**: No motion/info only. **Action**: No action.

*8. Discussion on District activation of services.*  (***Resolution 17****/BOD #2016-04-01).* Chairman Turcotte explains that the District has goals and policies, and By-Laws in place; and the Board has, in-concert’, done its due diligence in ensuring that the District be legally operational when ready. As Chief Prast has eluded on several occasions—no fire department or fire district has been able to be operational on day 1 without any funds to support its mission. Everyone started out like ours---even Golder Ranch, Northwest FD, Avra Valley FD, and others. Chairman Turcotte concurred and said that we are putting plans and actions into place that will allow us to cover our District and our residents with health & safety in mind:

* We are getting support from other Fire Districts, include Ch. Joseph DeWolf who is donating 2 FEMA sleeping quarters trailers to us soon.
* Our EMS Base Hospital agreement for providing medical control is 2/3 signed
* the Staff are working hard get to their levels of capability
* Putting all apparatus online, fixing what is needed
* Continue to work with the Town of Mammoth for the past 7-8 mos. On getting sanitary sewer.
* non-EMS personnel are getting additional training so they can support the Operations division
* the 2015 wildland grants are in place—1 approved/1 pending to improve our wildland threat protection
* On grants we’ve gone from $7550 last year, to $57500 this year
* our D&D Insurance and Workman’s Comp Insurances are in place and active
* working on our berthing facilities for 2 stations
* Required OSHA fit-testing will be done in August
* the 911 Service area map is completed
* The Board is participating in Annual required Training and AFDA training
* We’re working hard on acquiring Operating Capital—that’s why we’re hurting and “our doors not open.” Cannot run a fire organization on no money—just like a business. Challenges for fire districts (due to past mis-management in other Districts) is that financial institutions want 3-yrs. of financials to be considered when you seek ‘operational funds’, and the District is new—no previous records exist.

**Motion**: Motion by Chairman Turcotte to allow the District to go get a TAN (tax anticipation notes) to give us some operating monies until we can get District tax revenues. **Action**: Second by Director Carlson; Board unanimously approves motion.

*9. Discussion/action on equipment acquisition.*  Chairman Turcotte explains that the District has a motivated, dedicated team in place to make our District successful, and currently working hard to get trucks evaluated/up and running. He also discussed our ongoing successes with Wildland and State grants---award monies will run FY2016 approx. $57,500 this year vs. FY2015 were $7550. We have applied to 3 grants for an Engine/Tender combination and awaiting decisions later this year. Our wildland drop tank can be utilized once we acquire a tender, and available to other agencies’ use as part of mutual/auto aid. And we expect to bring up our manning up to standards for responses in the next quarter, as well as our Medic ambulances up to governmental standards. No further Board discussion. **Motion**: No Motion/info only. **Action**: No action.

*10. Discussion/possible action on current fee schedule/non-residents & contracts. (****Resolution 18****/BOD #2016-04-02).* Chairman Turcotte explained that fire districts have a process in place for billing for out-of-district calls or highway calls. We have a contract in place to bill for haz mat calls on the highways; District residents are not billed for services, and we do not charge for mutual aid assistance to our partners---as part of the signed mutual aid pact. And contracts have a set-price in place for services. No further Board discussion. **Motion**: Motion by Chairman Turcotte to support this position of no District residents is charged for fire services. **Action**: Second by Member Jacquez; Board unanimously approves motion.

*11. Chief’s Report.* FireChief Rod Prast provided the Board the Station information report, Fleet apparatus report, donations report (2 donations from Fire Districts for 3” hose, attack line, approx. value $3200; donations of cash, 2 laptops, heaters, misc. kitchenware. Also Fundraising letters went out to residents for 501c3 donations. Also included was the training report, District billing status, Grant progress report (curr 7 open); Personnel report, Public Relations report, and Communications Report. No further Board discussion. **Motion**: No Motion/info only. **Action**: No action.

*12. Call to the Public.*

*Consideration and discussion of comments and complaints from the public. Those wishing to address the Pinal Rural Fire Rescue/Medical Board need not request permission in advance. The Fire District Board is not permitted to discuss or take action on any item raised in the call to the public. 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.*

Future Agenda Items: No future items in discussion

Adjournment: There being no further business, the meeting adjourned at 1113 hrs.

These Board minutes report respectfully submitted by Tom Carlson, PRFRMD Board Clerk:

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