



P.O. Box 1075, Mammoth, AZ 85618
Rod Prast, Fire Chief
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GOVERNING BOARD MEETING MINUTES

December 29, 2015

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, December 29, 2015. 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.

This meeting was open to the general public and began at 10:30 a.m.

GENERAL SESSION MINUTES

A. Call to Order

Board Chairman Steve Turcotte called the meeting to order at 10:30 am

B. Roll Call of Board Members: Roll Call showed Board Chairman Steve Turcotte, Board members Tom Carlson and Georgina Vasquez present. Staff present was Fire Chief Rod Prast

C. Pledge of Allegiance: The Pledge of Allegiance was led by Chairman Turcotte

D. Old Business

- a. Approval of Minutes: No previous minutes to discuss/review
- b. Chairman Turcotte provides information to the Board that the District has updated the website, www.pinalruralfirerescue.com, with District changes and posting of the Meeting Agenda
- c. Board votes Tom Carlson in as Board Clerk

E. Board moves into Executive Session at 10:31 am

F. Board returns from Executive Session at 11:44 am

G. New Business

Resolution Item 1: Discussion/possible action on a combined resolution on County Treasurer transactions for FY 15/16. (Resolution /BOD #2015-12-05). Chairman Turcotte explained that the new District will have 2 financial accounts, as part of establishing financial administrative actions of Warrant transfers and EFTs. This will

allow for bank account setup. No Board discussion. **Motion:** Motion by Chairman Turcotte for signature/return completion of County documents setting up signatories for bank accounts (warrants/EFTs) for FY 2015/16, as pursuant to Pinal County Treasurer's request. **Action:** Second by Member Carlson; Board unanimously approves motion.

Resolution Item 2: Discussion/possible action on Pinal Rural Fire Rescue, Inc. assets (Resolution/BOD #2015-12-06). Chairman Turcotte explains that the 501c3 is the current holder of the District's assets/equipment, and in the near future, it will be necessary to transfer them to the District in whole. And until finances are established during Q3 2016, I recommend we lease the assets of PRFR to the District for \$1.00/month. No further board discussion. **Motion:** Motion by Chairman Turcotte for lease to the District, the assets of the 501c3 for \$1/month. **Action:** Second by Member Carlson; Board unanimously approves motion.

Resolution Item 3: Discussion/possible action on current Fire Chief Rod Prast. (Resolution/BOD #2015-12-07). Chairman Turcotte explains that Fire Chief Rod Prast has been in this position since August 2014, and Board would like to transfer/install the current PRFR Fire Chief as Fire Chief of the District. As a separate action, further remuneration, (stipends, travel reimbursement, etc.) to be discussed as the District becomes an entity in the future. No further Board discussion. **Motion:** Motion by Chairman Turcotte for install Chief Prast as the current Fire Chief of the Fire District. **Action:** Second by Member Carlson; Board unanimously approves motion.

H. Reports & Correspondence:

Fire Chief's Report (BOD #2015-12-08)

- a. Statistical Data – Duty hours/run statistics-2014 (71), 2015-(66);85% EMS
- b. District Formation background
- c. Station Information Report
- d. Fleet Report
- e. Project Reports
- f. Training Reports
- g. Report on Billing for out of District Services
- h. Grant Progress Updates –District has 2 grants pending award
- i. Personnel Updates
- j. Public Relations Update
- k. Communications Report

Several reports items discussed by Chief Prast, including recognition of all members who assisted in the challenges/tasks of petition gathering and detailed efforts—it was a team effort, Station(s) design/development & work improvements continue to evolve, evaluation current District equipment currently in evaluation/assessment stage as well as SWOT analysis done on

apparatus, personnel, and communications. Chief volunteer duty hours for 2014 and 2015 include (600 hrs/460 hrs). 911 coverage time est. 14,000 hrs the past 2 years. Also working on station land lease arrangements, etc. plus work on northern stations to improve service delivery to the Canyon residents and Northern District residents. 2 grants awaiting awarding results, with AFG planned for vehicle acquisition, equipment, and regional partnering on the grant. Day classes planned for area fire departments to offer current training opportunities—classes include fire-smoke, ICS, and TIMS. Other opportunities we're looking at AFG/Volunteer Recruitment-Retention grant, Outstanding District billings and Wildland billings are at 3 outstanding for approx. \$1350. Plus looking at contracts once the Board approves that. The mining contract was put on hold in November.

The latest successful grant we received is a real honor, as we were only 1 of 13 fire departments across the Country to be awarded 4 sets of Structural PPE from Globe. We were also grateful to receive a 50/50 grant from Az State Forestry for wildland equipment, and PPE—of which, we had none before this year. We can look at other grant opportunities to supplement equipment and pay volunteer stipends in 2016. Looking at the mechanical aspects of our apparatus, both current and future. New EMT Kevin Bowman will help with recruitment/IT/Special Programs. Ongoing work to help foster/improve working relationships and with other fire agencies is in-progress, as well as EMS categories are being worked, and shared services. We need to purchase replacement batteries for the Motorola radios, renew frequencies, and discussion on improving regional dispatch communications. We're working on hiring information/packets, SOPs and SOGs for future Board approval, and will do a bidding process for services. We'll also look at our Dispatch system and how to make improvements as we further operations. Also training and manning levels are ongoing key components for daily improvements. We've developed a Social Media policy and will begin improvements in our media availability. No further discussion/questions by the Board.

Resolution Item 4: Discussion/possible action on staff direction on hiring practices for public safety personnel (Pursuant to ARS 41-1750, PL 92-544) (Resolution/BOD #2015-12-09). Chairman Turcotte says that from the Chief's report, we need to allow the Chief to move forward to comply with our required HR practices; and begin the process of HR background checks, application/hiring processes. Chief stated he can roll the prints for employees, but will get bids for the Board so they can evaluate bid costs. No further Board discussion. **Motion:** Motion by Chairman Turcotte for allowing the Chief to move forward with HR background investigations, misc

processes, and payroll paperwork for the Fire District; in accordance with state law.

Action: Second by Member Vasquez; Board unanimously approves motion.

Resolution Item 5: Discussion/possible action or staff direction on Contracts.

(Resolution/BOD #2015-12-10). Chairman Turcotte says we need to seek outside contractual agreements w/others outside of our district to provide Fire/EMS services; on a fee basis. Allow the Chief to proceed with contracts to allow for improving public safety thru provision of fire/EMS and other services; and will bring all Contract opportunities to the Board. No further Board discussion. **Motion:** Motion by Chairman Turcotte for allowing the Chief to move forward with pursuit of other Contract opportunities as he sees fit to improve public safety for the Fire District. **Action:** Second by Member Carlson; Board unanimously approves motion.

I. Call to the Public: There being no calls from 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.

J. Future Agenda Items: No future items in discussion

K. Adjournment: There being no further business, the meeting adjourned at 1222 hrs.

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

Thomas M Carlson Date: 1-6-2016

RP