



MINUTES
AVRA VALLEY FIRE DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS

Meeting Date: Tuesday, January 27, 2015
Meeting Time: 10:00 AM
Location: 21021 E Homestead Drive, Red Rock, Az 85145

Recording on.

- 1) **Call To Order** Chairman Castaneda called the meeting to order at 10:07 AM.
- 2) **Pledge of Allegiance** The *Pledge of Allegiance* was recited by all present.
- 3) **Roll Call** Roll was called by Secretary Palmquist. In attendance:

Chairman Castaneda, Jr.	Chief Delfs
Vice-Chair Aleyna Lassen	Assistant Chief Klein
Sara Bauer	Lorrie Palmquist, Finance/Admin Manager
Clerk Eric Neilson	
Director Brian Horch (present by phone)	Counsel Wencker (present by phone)

Several firefighters and their family members were in attendance.

4) **Recognition of Personnel:**

- **Captains Patrick Calhoun, Daniel Coody, and Anthony Donaldson**
- **5 -Year Service pins for Captain Daniel Coody and Paramedic Mark Velasquez**

Chief Delfs introduced the newly promoted Captains beginning with Captain Patrick Calhoun. Patrick has been with the District for 10 years, and has most recently been serving as an Engineer. He has family in attendance today, and his brother, Jason, will pin his badge.

Captain Daniel Coody has been with Avra Valley Fire since 2007, and has earned his paramedic certifications through the District. He also has served as an Engineer. Chief Delfs pinned his badge. Captain Coody also received a 5-year service pin.

Captain Tony Donaldson has been with Avra Valley Fire since 2008. He attributes his confidence to the training he received under Captain Brian Lassen. He also earned his paramedic certifications through the District. Captain Donaldson has several family members in attendance, and his wife, Tama, will pin his badge.

Chief Delfs addressed the newly promoted Captains stating that the Captain position is probably the most important position to the successful operation of the District. The Chief further expressed his confidence that because these gentlemen are very well-rounded and have already performed outstanding work, the District is confident that expectations will be met and exceeded, stating that great things are in store.

Chairman Castaneda expressed thanks to the families for their sacrifice and contribution to the District.

5) Approval of Minutes from the Regular Board Meeting held December 16, 2014

Vice-Chairman Lassen motioned to approve the minutes from the regular Board meeting held December 16, 2014. Clerk Neilson seconded. *Motion carried unanimously, 5:0.*

6) Call To The Public None.

7) Announcements, Current Events & Correspondence

- **St 194 Grand Opening**
- **AFDA Conference**
- **Pima County Clerk Website**

Chief Delfs stated that the Grand Opening for Station 194 was a huge success, and publicly thanked Director Bauer for her countless hours in organizing the event. Thanks also to Chairman Castaneda who provided the opening comments and gave recognition to the community leaders and those who were instrumental in opening the new station. Further thanks to Director Horch who served in the Honor Guard.

8) Chief's Reports

- **Chief Delfs** – training, vehicles, labor relations, personnel, stations, communications
- **Chief Klein** - operations and response times

Chief Delfs addressed the Board to briefly discuss the Community Paramedicine Program. He stated that the program is briefly on hold until Carondelet Health Network completes their transition to Tenant. At that time, our medical director will be provided the necessary insurance coverage allowing the District to move forward with the program.

The Chief updated the Board on the progress of the employee assistance program with AVOCA, stating that Ms. Valdeserri has been to each station to meet with employees and conduct introductory sessions. Meetings have been scheduled for each shift and eventually a class will be held for all spouses and family members to become acquainted with the program.

Chief Klein provided response times in the Board packets. He stated that the District continues to exceed both the SORC and CON requirements

9) Review, Discussion and possible Action to approve the December 2014 Financial Reports and authorize the Chairman and Clerk to sign the *Certificate of Review*.

Chief Delfs addressed the Board commenting that the December 31 *Cash Flow* Statement reports our financial position right on track with the fiscal year budget. Director Bauer motioned to approve the December 2014 Financial Reports and authorize the Chairman and Clerk to sign the *Certificate of Review*. Clerk Neilson seconded. *Motion carried unanimously, 5:0.*

10) Review, Discussion and possible Action to approve the FY 2013-14 Audit report

Chief Delfs addressed the Board, stating that the auditors will formally present their report at a later meeting in the Spring. The letter from the auditor states that they encountered no difficulties in performing the audit. He expressed thanks to Ms. Palmquist, stating that she has brought a new level of professionalism to the District. Vice-Chairman Lassen motioned to approve the FY 2013-14 Audit Report. Director Bauer seconded. *Motion carried unanimously, 5:0.*

11) Review, Discussion and possible Action regarding the 2015 Burn Trailer IGA between Northwest Fire District, Avra Valley Fire District, Drexel Heights Fire District, Golder Ranch Fire District, Green Valley Fire District, Picture Rocks Fire District, and Three Points Fire District, collectively the "Participating Districts."

Chief Delfs reminded the Board that this is an annual IGA, commenting that there are no significant changes to the agreement. Vice-Chairman Lassen motioned to approve the 2015 Burn Trailer IGA with the participating Districts. Clerk Neilson seconded. Motion carried unanimously, 5:0.

12) Review, Discussion and possible Action regarding the District's Training Policies

Chief Delfs stated that there was a brief discussion at the last Board meeting regarding the District's training policy. Therefore, the policy was provided in the Board packets. Vice-Chairman Lassen stated that she is comfortable with the policy as written.

13) Review, Discussion and possible Action regarding the building projects

Chief Delfs gave a brief summary of the progress with Station 192, stating that the plans must be approved by an architect before Pima County will issue any permits. Therefore, the plans for Station 192 are in the hands of an architect awaiting approval. We hope to start moving forward soon.

14) Reports of Board Members and Staff

Chairman Castaneda, Clerk Neilson, and Director Bauer attended the recent AFDA Conference in Laughlin. The Chairman commented that until an internet version of the statutory training requirements is available, Board members may need to plan on attending the live classes offered at the summer conference in Tucson.

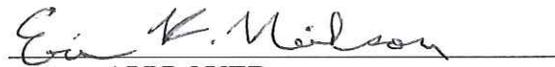
15) Future Agenda Items Discussion of Station 191 grounds development.

16) Date of Next Board Meeting - Wednesday, February 25, 2015

17) Adjournment

Director Bauer motioned to adjourn the meeting. Clerk Neilson seconded. Motion carried unanimously, 5:0. Meeting adjourned at 10:43 AM.

Recording Off.


APPROVED


DATE

Board Members

Luis Castaneda, Jr. Aleyna Lassen Sara Bauer Eric Neilson Brian Horch

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