



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

Meeting Date: Wednesday, November 18, 2015
Meeting Time: 8:00 AM
Location: 21021 E Homestead Drive, Red Rock, Az 85145

- 1) **Call To Order** Chairman Castaneda called the meeting to order at 8:09 AM.
- 2) **Pledge of Allegiance** The *Pledge of Allegiance* was recited by all present.
- 3) **Roll Call** Secretary Palmquist called roll. In attendance:

Chairman Castaneda, Jr.	Chief Delfs
Clerk Neilson	Assistant Chief Klein
Director Bauer	Lorrie Palmquist, Finance/Admin
Director Horch (present by phone)	Counsel Wencker (present by phone)

Two residents were present.

- 4) **Review, Discussion and possible Action to appoint a resident of the District to fill the vacancy for the duration of the term of office (Nov 2018) of former Director Aleyna Lassen**

Chairman Castaneda directed the Board members to the Letter of Interest provided in their packets. Mr. Armendarez addressed the Board expressing his willingness to serve the District with honesty and integrity in honor of the excellent service the Avra Valley firefighters provide. Chairman Castaneda motioned to appoint Mr. Thomas Armendarez to fill the vacancy left by former Director Aleyna Lassen for the duration of that term ending in November 2018. Director Bauer seconded. ***Motion carried unanimously, 4:0.***

- 5) **Review, Discussion and possible Action to install a new Board Member**

Chairman Castaneda issued the Oath of Office to Mr. Armendarez and publicly welcomed him to the District.

- 6) **Review, Discussion and possible Action to elect Officers of the Board of Directors**

Chairman Position: Director Horch nominated Luis Castaneda, Jr, for Chairman of the Board. Clerk Neilson seconded. Mr. Castaneda accepted the nomination. Director Horch motioned to appoint Luis Castaneda, Jr., as Chairman of the Board of Directors. Clerk Neilson seconded.
Motion carried unanimously, 5:0.

Vice-Chairman Position: Chairman Castaneda nominated Ms.Sara Bauer for Vice-Chairman. Director Neilson seconded. Director Bauer accepted the nomination. Chairman Castaneda motioned to appoint Ms. Bauer as Vice-Chairman of the Board. Director Horch seconded. ***Motion carried unanimously, 5:0.***

Clerk Position: Chairman Castaneda nominated Mr. Eric Neilson for Clerk of the Board. Director Horch seconded. Mr. Neilson accepted the nomination. Chairman Castandeda motioned to appoint Mr. Neilson as Clerk of the Board. Director Horch seconded. ***Motion carried unanimously, 5:0***

7) **Recognition of Personnel** NONE

8) **Review, Discussion and possible Action to Approve the Minutes from the Regular Board Meeting held October 20, 2015 at 10:00 AM**

Vice-Chairman Bauer motioned to approve the minutes from the regular Board meeting held October 20, 2015. Clerk Neilson seconded. *Motion carried unanimously, 5:0.*

9) **Call To The Public** NONE

10) **Announcements, Current Events & Correspondence**

Chief Delfs introduced Union President, Captain Beatty, to discuss union activities and events. Captain Beatty addressed the Board stating that the Union continues to be very active. A recent fundraiser raised \$800 for the Adopt-a-Family project. The Union will be participating in a softball game sponsored by the Red Rock PTO on Friday, November 20. Also, in lieu of food boxes, the Union will be providing a Thanksgiving meal on Sunday, November 22, at the Roadrunner Elementary School from 3-6 PM. Further, the Union developed an application process for the Christmas adopt-a-family project in hopes of maximizing the outreach to the District community. Finally, Mike Tharp is now the Vice-Chairman for the Union

Chief Delfs announced the annual Holiday party will be held Friday, December 18th at 6 PM at Station 194. The Union will cater the food.

Chairman Castaneda announced that the District was featured in a news clip on the evening news on Channel 13 last evening. It was a very positive interview about the recent growth and the fiscal responsibility of the District.

11) **Report from the Fire Chief**

Chief Delfs updated the Board on the SAFER Grant hiring process stating that 31 applicants have made it to the oral interview stage and that we have been very impressed with the quality of talent. We plan to be fully staffed by January 4, 2016. The SAFER Grant period begins January 4, 2016, and continues for two years during which time the grant funds will reimburse the District for related personnel expense. In response to questions from Director Neilson, the Chief reminded the Board that the adopted budget shows a 3-yr sustainable plan, commenting that this grant funding will allow us to extend the projections into a 5-year sustainable plan. Assistant Chief Klein commented that 95% of fire districts across the Nation cannot achieve such a plan. He shared that other districts are contacting the Chief for guidance on how we are able to do the things we are doing in a down economy. Assistant Chief Klein further opined that the District has overcome many obstacles, streamlined services and accomplished a great deal – and it has been recognized.

The Chief stated that the Arizona Department of State Lands has a new director. Arizona has a tremendous amount of land in the State trust. The Governor has expressed interest in selling some of the properties to pay off debt the State owes schools. If this occurs, the rail yard in Pinal County would be one of the first projects to be considered. This could mean a significant impact for our District, and we should know soon.

12) Review, Discussion and possible Action to approve the October 2015 Financial Reports and authorize the Chairman and Clerk to sign the *Certificate of Review*.

Chief Delfs stated that we are 33% through the fiscal year. We have received 38.4% of the projected revenue and expended 35.9% of the budget, leaving us 2.5% in the positive. The employee expenditures are slightly overbudget at this time largely due to the amount of overtime incurred during the first quarter. We anticipate this will smooth by the end of the fiscal.

Lorrie recommended another accounting workstudy session for the Board members. Vice Chairman Bauer suggested before mid-January.

Chairman Castaneda motioned to approve the October 2015 financial reports and authorize the Chairman and Clerk to sign the *Certificate of Review*. Director Horch seconded. **Motion carried unanimously, 5:0.**

13) Review, Discussion and possible Action to accept the *Assistance to Firefighters Grant* in the amount of \$30,458 and to purchase a 2016 Ford F-Series SD pickup truck to be used for the Community Paramedic Program. The purchase price of the truck is \$32,395 plus applicable taxes and license fees. The District will absorb the costs over those reimbursed by the grant. And to authorize the Chief to purchase the truck only upon approval from the base hospital.

Chief Delfs reminded the Board that the District was awarded a grant for a vehicle to be used for the community paramedic program. The recommended truck is a 2016 version of the current command trucks. The grant requires us to have a matching portion of the expenditure. Therefore, the District will be responsible for the remainder of the contract plus striping, etc. The Chief asked that the Board make their approval contingent upon the response from Tenant regarding the community paramedic program. The District will not order the vehicle until the final approval from Tenant is received. Although we did a little shopping around for a base hospital, it is most cost effective for us to stay with St. Mary's Hospital. However, if they cannot approve the community paramedic program, we will have to terminate our contract with them and enter into an agreement with another hospital which will support the community program.

Vice-Chairman Bauer motioned to accept the *Assistance to Firefighters Grant* in the amount of \$30,458 and to purchase a 2016 Ford F-Series SD pickup truck to be used for the Community Paramedic Program with a purchase price of \$32,395 plus applicable taxes and license fees, for the District to absorb the costs over those reimbursed by the grant, and to authorize the Chief to purchase the truck only upon approval from the base hospital. Director Horch seconded. **Motion carried unanimously, 5:0.**

14) Review, Discussion and possible Action regarding the Community Paramedic program

Chief Delfs commented that this agenda item has already been covered. There were no further questions.

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

Chief Delfs commented on the KOLD News clip done at Station 192, commenting that it was very positive. Also, lettering will be completed at Station 192 any day. When the flagpole and lettering is installed we will plan an open house as the Board requested

The Station 191 remodel has begun. We will be doing some of the modifications ourselves to save some money.

Station 193 has been cleared and the current trailer moved off. The building structural plans have been approved by Pinal County but we are waiting on retention basin, chip seal areas and easement issues to be resolved. The Chief will be going to Pinal County tomorrow in hopes of moving the process along. The new building will be delivered in two weeks.

16) Reports of Board Members and Staff

Chairman Castaneda and Clerk Neilson attended the Blue Mass in Phoenix. It was really well attended. Vice-Chairman Bauer stated that the AFDA registration will be available soon.

17) Future Agenda Items

- Holiday Party is Friday, December 18 at ST 194 from 6:00 – 8:00 PM
- Accounting class at the December meeting

18) Date of Next Board Meeting December 16, 2015 at 10:00 AM

19) Adjournment

Vice-Chairman Bauer motioned to adjourn the meeting. Clerk Neilson seconded. **Motion carried unanimously, 5:0.** Meeting adjourned at 8:57 AM.



SIGNED



DATE

Board Members

Luis Castaneda, Jr., Chairman Sara Bauer, Vice-Chairman Eric Neilson, Clerk Brian Horch, Member Thomas Armendarez, Member

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