



Harquahala Fire District

Corrected Minutes of Regular Board Meeting

Thursday, April 24, 2014 at 5:30 pm

The Harquahala Valley Fire District Governing Board convened in a Regular Meeting on April 24, 2014 at the Harquahala Valley Fire Station located at 51501 W Tonto Street, Tonopah, AZ 85354.

Call to Order: Chairman Michael Haynes announced Call to Order and commenced with the meeting at 5:30 pm. The Pledge of Allegiance to the flag of the United States of America was recited by all in attendance.

Roll Call of Board Members: Chairman Michael Haynes proceeds with roll call of board members. Judy Henderson - Present, Frank Haas - Present, Michael Haynes - Present, Charlie Kooistra - Present, and Russell Smith - Present on Phone.

Call to Public: Chairman Michael Haynes proceeded with the Call to Public - None

Approve Minutes of Regular Board meeting of March 27, 2014: Frank makes the motion to approve the minutes from the Regular Board meeting of March 27, 2014 with the corrections mentioned. Charlie seconds the motion. Chairman Michael Haynes takes a vote to approve the minutes from the Regular Board meeting of March 27, 2014 with the corrections mentioned. Charlie - Yes, Michael - Yes, Russell - Yes, Frank - Yes and Judy - Yes.

Reports and Correspondence:

Chief's Report.

- April calls - EMS 25, Fire 1 and service calls 5.
- Financials: Chief Caudle provided a snapshot summary of the financials up to April 23, 2014.
- Apparatus - Brush 372 is still out of commission, waiting for parts to arrive. They anticipate the repairs to be completed in about 3 weeks. Captain Shepherd will go and strip the old skid plate for parts that can be used in the future to repair 371's skid plate, as both units have the same system. They received a loaner engine from Tonopah Fire Department. The Engine will be going into the shop for repairs. The Chief's vehicle had an alignment and the tires balanced.
- Weed spraying trailer is ready they need to get the chemicals and will begin spraying weeds on the property. A Special Thanks was given Harry for donating the trailer and the people that assisted in getting the trailer ready.
- Training/Meetings - Monthly Captains meeting, Quarterly Watch meeting, meeting with Air Evac were the recent meetings attended. He also discussed the training firefighters will be involved in. The training involves the treatment of brain injuries.
- Administrative:
 - o Internet T1 dedicated line will be installed within the next few days. Then the lines will be tested so, they should new service within the next week or two.

- o Labor MOU - they are having meetings but will not present to the Board until the Budget process is completed.
- o Exempt Classification - the only positions are the Chief and Office Manager. He did research with the Department of Labor guidelines. The Office Manager meets 2 of the criteria and it is his recommendations that this position remain as exempt.
- o Insurance quotes for budget was received from Blue Cross/Blue Shield for health insurance. Quote from Workers Compensation should be received by Friday.
- o Budget for Fiscal Year 2014-2015: a Special meeting will be needed to post the budget so it can be posted for 20 days. The budget needs to be sent to the County by August.
- o Meeting with Workers Compensation carrier regarding loss control. They actually wanted quote for budget. They were advised that the premiums may increase. Worse case scenario was \$95,000 an increase of \$30,000. They should have the quote by Friday.
- o An update of the Safety manual based on the meeting with W/C. A Safety Officer will be assigned for each shift, to monitor and communicate safety issues. Also the Admin SOG for Light Duty Work for Non-industrial needs to be addressed. Based on the information from the W/C this could put the Department at a greater risk.

Discussion and Possible action to March Financials: Discussion was held in regards to the items presented by the Chief and items on the financial reports.

Liability Insurance Quotes. Two bids received from ESIP for \$19,593 and VFIS for \$15,791. The quotes include coverage for cyber-crimes coverage. Insurance coverage for Errors and Omissions of the Board is provided by the County. Judy makes the motion to approve the quote from VFIS for the 2014-2015 Fiscal year. Charlie seconds the motion. Chairman Michael Haynes takes a vote to approve the quote from VFIS for the 2014-2015 Fiscal Year. Charlie - Yes, Michael - Yes, Frank - Yes, Judy - Yes and Russell no response.

Administrative SOG for Progressive and Corrective Action: This is a revision of the previous. This one gives the supervisor guidance on how to handle disciplinary action. Definition of the different types of warnings are also listed. It also gives the parties the rules of engagement (procedures). Judy makes the motion to approve the SOG for Progressive and Corrective Action. Charlie seconds the motion. Chairman Michael Haynes takes a vote to approve the Revised Administrative SOG for Progressive and Corrective Action: Judy - Yes, Charlie - Yes, Frank - Yes, Michael - Yes and Russell - Abstain.

Administrative SOG for Wearing of Uniforms: This is a revision of the previous. Frank makes the motion to approve the SOG for Wearing of Uniforms. Charlie seconds the motion. Chairman Michael Haynes takes a vote to approve the Revised Administrative SOG for Wearing of Uniforms: Judy - Yes, Charlie - Yes, Frank - Yes, Michael - Yes and Russell - Yes.

Discussion on MOU Harquahala Generating Plant: Frank, Chief Caudle, and Michael met with the representatives of the Harquahala Generating Plant for a new MOU. The representatives were advised that based on the recommendations of our Attorney, Bill Whittington and the Assistant County Attorney, Robert Swan the Board has no legal authority to enter into an agreement with them. Therefore discussion of a MOU is out of the Board's hands because the department is a sub-division of Maricopa County Supervisors. The Harquahala Generating Plant representatives still wanted to keep a partnership with the Department. If Harquahala Generating Plant wants to further discuss a MOU they will need to be discussed with the County Attorney's Office. The Fire Board subcommittee will be having a conference call with the Plant's reps next week to see if they will forego the \$17,000 and the \$100,000 owed from the previous MOU. The

Plant's Representatives were advised by the Board members that they would like to continue their partnership. If the Representatives of the Plant want to do a MOU where they would provide a tangible asset, of which would be considered a gift the Board would be willing to look into it.

Frank makes the motion to adjourn the meeting. Charlie seconds the motion. Chairman Michael Haynes takes a vote to adjourn the meeting. Russell - Yes, Michael - Yes, Frank - Yes, Judy - Yes and Charlie - Yes.