

## NOTICE OF BOARD MEETING

### HEBER-OVERGAARD FIRE DISTRICT BOARD OF DIRECTORS

Pursuant to A.R.S. 38-431.02(C). Notice is hereby given to the members of the Heber-Overgaard Fire District and the general public that the Heber-Overgaard Fire District will hold a meeting open to the public on November 17, 2025 at 6pm in the Heber-Overgaard Fire Station, Overgaard, Navajo County, Arizona. The Board may vote to go into executive session, which will not be open to the public to discuss certain matters.

Pursuant to the Americans with Disabilities Act (ADA), the Heber-Overgaard Fire District endeavors to ensure the accessibility of its meetings to all persons with disabilities. If you need an accommodation for a meeting, please contact the Fire District's Administration at 928-535-4346 at least 48 hours prior to the meeting so that an accommodation can be arranged.

#### Pledge

1. CALL TO ORDER and ROLL CALL OF BOARD MEMBERS:
2. DISCUSSION AND POSSIBLE ACTION REGARDING THE 2024-25 AUDIT:
3. APPROVAL OF MINUTES:

A. Regular Session minutes of October 20, 2025

#### **MOTION to accept the October 20, 2025 Board Meeting Minutes as presented**

4. REPORTS AND CORRESPONDENCE:
  - A. October 2025 Fire Chief's Report
  - B. October 2025 Fire & EMS Reports
  - C. Chief's Power Point presentation
  - D. Battalion Chief presentation

#### **MOTION to accept the October 2025 Reports and Correspondence as presented.**

5. FINANCIAL REPORTING: October 2025 Financial and Ambulance Financial Statements.  
**MOTION to accept the October 2025 Financial and Ambulance Financial Statements as presented.**
6. NEW BUSINESS:
  - A. Discussion on whom will prepare and present Chief Payne's annual review for January 1<sup>st</sup>.
7. CALL TO THE PUBLIC:
8. ADJOURNMENT:

SOME BOARD MEMBERS AND/OR DISTRICT ATTORNEY MAY APPEAR TELEPHONICALLY ON ABOVE AGENDA ITEMS OR EXECUTIVE SESSIONS. A COPY OF THE AGENDA BACKGROUND MATERIAL PROVIDED TO BOARD MEMBERS (WITH THE EXCEPTION OF MATERIAL RELATING TO POSSIBLE EXECUTIVE SESSIONS) IS AVAILABLE FOR PUBLIC INSPECTION AT THE FIRE DEPARTMENT FROM 8:00 A.M. TO 4:00 P.M. DAILY. ARS 38-431.03 (D) FOR LEGAL ADVICE ON ANY OF THE ABOVE AGENDA ITEMS OR ANY MATTER OF PROCEDURE.

**UNDER A.R.S. SECTION 38-431.03 (A), THE BOARD RESERVES THE RIGHT TO ADJOURN INTO EXECUTIVE SESSION ON ABOVE AGENDA ITEMS WHEN NEEDED.**

**Executive Sessions are Confidential.**

Call to the Public A.R.S 38-431.01. (H). A public body may make an open call to the public during a public meeting, subject to reasonable time, place and manner restrictions, to allow individuals to address the public body on any issue within the jurisdiction of the public body. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.

POSTED AT THE HEBER/OVERGAARD FIRE STATION, ON DATE: *November 12, 2025*

**HEBER-OVERGAARD FIRE DISTRICT BOARD  
BOARD MEETING MINUTES  
November 17, 2025**

The meeting was called to order by Roger Owens at 18:01.

Attendees:

Roger Owens, Chairman  
Mike Brewer, Board Clerk  
Alan Gillis, Board Member

Gary Martin, Board Member  
Mark Dahl, Board Member  
Jason Payne – Fire Chief

1. CALL TO ORDER and ROLL CALL OF BOARD MEMBERS: All present
2. APPROVAL OF MINUTES:
  - A. Regular Session minutes of October 20,2025

**MOTION made by Alan Gillis to accept the Regular Session Board Meeting minutes of October 20, 2025 as presented. Gary Martin SECONDED the MOTION. All In Favor.**

3. REPORTS AND CORRESPONDENCE:
  - A. October 2025 Fire & EMS Reports
  - B. October 2025 Fire Chief's Report
  - C. Chief's Power Point presentation
  - D. Battalion Chief presentation

**MOTION made by Mike Brewer to accept the Reports and Correspondence. Mark Dahl SECONDED the MOTION. All in Favor.**

4. DISCUSSION AND POSSIBLE ACTION REGARDING THE 2024-25 AUDIT:  
Dustin Richards, CPA presented the 2024-25 Audit.

**MOTION made by Alan Gillis to accept the 2024-25 AUDIT as presented. Mike Brewer SECONDED the MOTION. All in Favor.**

5. FINANCIAL REPORTING: October 2025 Financial and Ambulance Financial Statements.

**MOTION made by Mark Dahl to accept the October 2025 Financial and Ambulance Financial Statements as presented. Gary Martin SECONDED the MOTION. All in favor.**

6. NEW BUSINESS:

- A. Discussion on whom will prepare and present Chief Payne's annual review for January 1<sup>st</sup>.  
**Mike Brewer will prepare and present Chief Payne's annual review for January 1<sup>st</sup>.**

7. CALL TO THE PUBLIC: **None.**

8. ADJOURNMENT:

**MOTION made by Mark Dahl to Adjourn. Roger Owens SECONDED the MOTION. All in Favor. 18:41**

Respectfully Submitted,  
Sara Maxwell



R. Owens



M. Brewer



M. Dahl



G. Martin



A. Gillis



**Fire Chief Jason S. Payne**

<b>EMS – Billing Summary</b>	<b>OCT</b>
ALS Transports	45
BLS Transports	0
Deceased	0
Helicopter	1
Patient Refusals	22
<b>Total Billing Summary</b>	<b>68</b>
<b>FIRE – Run Summary</b>	
Fire	1
Rescue & EMS	72
Hazardous Condition	2
Service Call	23
Good Intent Call	4
False Alarm & False Call	1
Weather & Nat Disaster	0
Special Incident - Wildland	0
<b>Total FIRE Calls</b>	<b>103</b>
<b>ACTIVITY –Summary</b>	
Community Events	1
Burn Permit	18
Firewise Inspection	0
Public Assist	2
Residential Lockbox Install	3
Lift Assist	13
Vehicle Lockout	8
Public Education	1
<b>Total ACTIVITY Calls</b>	<b>46</b>



**Fire Chief Jason S. Payne**

<b>EMS – Billing Summary</b>	<b>(YTD-2025)</b>	
ALS Transports	473	61.43%
BLS Transports	23	2.99%
Deceased	10	1.30%
Helicopter	9	1.17%
Patient Refusals	255	33.12%
<b>Total Billing Summary</b>	<b>770</b>	

<b>FIRE/EMS – Run Summary</b>	<b>(YTD-2025)</b>	
Fire	29	2.59%
Rescue & EMS	790	70.60%
Hazardous Condition	21	1.88%
Service Call	180	16.09%
Good Intent Call	46	4.11%
False Alarm & False Call	42	3.75%
Weather & Nat Disaster	0	0.00%
Special Incident - Wildland	11	0.98%
<b>Total FIRE/EMS Calls</b>	<b>1119</b>	

<b>ACTIVITY –Summary</b>	<b>(YTD-2025)</b>	
Community Events	36	
Burn Permit	77	
Firewise Inspection	14	
Fire Prevention	36	
Residential Lockbox Install	15	
Lift Assist	64	
Vehicle Lockout	48	
Public Education	42	
<b>Total ACTIVITY Calls</b>	<b>343</b>	



**Fire Chief Jason S. Payne**

## October 2025 Fire Chief Report

### Wildland and Winter Weather Update

- Prescribed burns in our area will start in late October and November
- No out of state resources requested

### Apparatus Update

- Rescue 71 In service
- Rescue 72 In Service
- Attack-71 in service
- E72 in service as reserve engine
- E73 In Service and ready for deployment
- Tender 71 and 72 in service
- Brush 71
- Brush 72 is out service
- BC-71 in service
- Support 71 in service
- F-71 Tahoe is in service

### Bullet points

- New Bay doors have been completed but wrong sprocket installed, waiting on faster sprocket.
- Battalion Chief interviews were completed and neither candidate passed the entire process. Will re-post.
- Fire Prevention and safety survey completion
- Getting ready for Winterfest, Thanksgiving, and Christmas events.
- End of Year Grant reports, and all 2025 reports.
- Pinedale/Clay Springs contract negotiated bringing to the board.
- Old brush truck will go to silent sealed bid auction starting November 10, 2025



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**Fire Chief Jason S. Payne**

**Below are regularly scheduled monthly meetings**

- Bi-Monthly Battalion Chiefs meeting (We had several due to the LODD)
- Bi-Monthly Captains meeting
- Auto-Aid Group Meetings with all departments (Monthly)
- Attended multiple HOA meetings (Monthly)
- Chamber of Commerce meetings (Monthly)
- NAFCA meeting (Monthly)
- Community CPR Class (Monthly)
- HOCRN Meetings (Monthly)
- Crisis Response Team meeting (Monthly)
- Annual Reviews (Monthly)
- Show Low dispatcher meeting (Monthly)
- Summit Base Hospital Run Review (Monthly)
- Monthly year end grant funding reports due