

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 February 20, 2024 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. APPROVAL OF MINUTES:
 - A. Regular Session minutes of January 16, 2024
 - B. Executive Session minutes of January 16, 2024

MOTION to accept the January 16, 2024 Board Meeting and Executive Session Minutes as presented

3. REPORTS AND CORRESPONDENCE:
 - A. January 2024 Fire & EMS Reports
 - B. January 2024 Fire Chief's Report
 - C. Chief's Power Point presentation

MOTION to accept the January 2024 Reports and Correspondence as presented.

4. FINANCIAL REPORTING: January 2024 Financial and Ambulance Financial Statements.
MOTION to accept the January 2024 Financial and Ambulance Financial Statements as presented.

5. CALL TO THE PUBLIC:

6. OLD BUSINESS:

7. NEW BUSINESS:

- A. Employee recognition.
- B. Swearing in of the new full-time suppression employees Riane Kulle Dela Cruz, Andrew

Holden, Christopher McBroom, and Patrick Mark Velasco.

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. 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, ARS 38-431.03 (D) FOR LEGAL ADVICE ON ANY OF THE ABOVE AGENDA ITEMS OR ANY MATTER OF PROCEDURE.

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: 2-16-24

**HEBER-OVERGAARD FIRE DISTRICT BOARD
BOARD MEETING MINUTES
February 20, 2024**

The meeting was called to order by Roger Owens at 18:00.

Attendees:

Roger Owens, Chairman	Gary Martin, Board Member
Steven Grumkoski, Board Clerk	Mark Dahl, Board Member
Mike Brewer, Board Member *telephonic	Jason Payne – Fire Chief

1. CALL TO ORDER and ROLL CALL OF BOARD MEMBERS:

2. APPROVAL OF MINUTES:

- A. Regular Session minutes of January 16, 2024
- B. Executive Session minutes of January 16, 2024

MOTION made by Mark Dahl to accept the Regular Session Board Meeting minutes of January 16, 2024 with adding the acceptance of Steven Grumkoski in lieu of All in Favor for item 2A. Steven Grumkoski SECONDED the MOTION. All In Favor.
Executive Session minutes tabled, Mike Brewer will present them for the March 19th meeting.

3. REPORTS AND CORRESPONDENCE:

- A. January 2024 Fire & EMS Reports
- B. January 2024 Fire Chief's Report
- C. Chief's Power Point presentation

MOTION made by Gary Martin to accept the January 2024 Reports and Correspondence. Steven Grumkoski SECONDED the MOTION. All in Favor.

4. FINANCIAL REPORTING: January 2024 Financial and Ambulance Financial Statements.

MOTION made by Steven Grumkoski to accept the January 2024 Financial and Ambulance Financial Statements as presented. Gary Martin SECONDED the MOTION. All in favor.

5. CALL TO THE PUBLIC:

Manny Boulder from Arizona Department of Environmental Quality is here to present an award to the Fire District from the Volunteer Environmental Stewardship Program. The Fire District is being recognized for 3 years of excellent compliance for reporting. The program is a tiered program starting with the bronze certificate which is being presented today.

6. OLD BUSINESS: None

7. NEW BUSINESS:

A. Employee recognition:

Chief Payne would like to recognize Marc Voirol for going above and beyond with his work with the new recruit academy. And for BC Kevin King, he was the Recruit Training Officer, he created the syllabus for the 2-week academy and managed it every day.

B. Swearing in of the new full-time suppression employees Riane Kille Dela Cruz, Andrew Holden, Christopher McBroom, and Patrick Mark Velasco.

8. ADJOURNMENT:

**MOTION made by Steven Grumkoski to Adjourn. Gary Martin SECONDED the MOTION. All In Favor.
18:40**

Respectfully Submitted,

Shelley Neely



R. Owens



M. Brewer



M. Dahl



G. Martin

S. Grumkoski



Fire Chief Jason S. Payne

EMS – Billing Summary	JAN
ALS Transports	50
BLS Transports	2
Deceased	1
Helicopter	0
Patient Refusals	16
Total Billing Summary	69

FIRE – Run Summary	
Fire	2
Rescue & EMS	76
Hazardous Condition	2
Service Call	13
Good Intent Call	0
False Alarm & False Call	2
Weather & Nat Disaster	0
Special Incident - Wildland	0
Total FIRE Calls	95

ACTIVITY –Summary	
Community Events	0
Burn Permit	8
Firewise Inspection	0
Public Assist	3
Residential Lockbox Install	2
Lift Assist	7
Vehicle Lockout	5
Public Education	0
Total ACTIVITY Calls	25



Fire Chief Jason S. Payne

EMS – Billing Summary	(YTD-2024)	
ALS Transports	50	72.46%
BLS Transports	2	2.90%
Deceased	1	1.45%
Helicopter	0	0.00%
Patient Refusals	16	23.19%
Total Billing Summary	69	

FIRE/EMS – Run Summary	(YTD-2024)	
Fire	2	2.11%
Rescue & EMS	76	80.00%
Hazardous Condition	2	2.11%
Service Call	13	13.68%
Good Intent Call	0	0.00%
False Alarm & False Call	2	2.11%
Weather & Nat Disaster	0	0.00%
Special Incident - Wildland	0	0.00%
Total FIRE/EMS Calls	95	

ACTIVITY –Summary	(YTD-2024)	
Community Events	0	
Burn Permit	8	
Firewise Inspection	0	
Public Assist	3	
Residential Lockbox Install	2	
Lift Assist	7	
Vehicle Lockout	5	
Public Education	0	
Total ACTIVITY Calls	25	



Fire Chief Jason S. Payne

January 2024 Fire Chief Report

Wildland Update

- Starting 2024 training process, CFRA contract updates and meeting with DFFM on changes for the 2024 season.

Apparatus Update

- Rescue 71 In service
- The new Engine 71 is complete, is progressing and should be delivered early March
- Attack-71 in service
- E72 in service as reserve engine
- E73 (type 3) in service
- Tender 71 and 72 in service
- Brush 71 and 72 in service
- BC-71 in service

Bullet points

- New firefighter Academy 24-01 (2 week) was completed and new recruits are on shift.
- First Arriving status dispatch boards in process, TV's are mounted
- AFDA conference was successful
- Preparing for conference room remodel should be back in service February 19th.
- Board of Supervisor meetings about valuations coming out in February
- Preparing for 2024 annual physicals, they start in February and March
- Talking to Securis on Workman comp insurance
- JVG meetings on 2024 financials
- Bi-Monthly Chiefs meeting
- 2024 Commercial inspections have started, we will pre-plan and inspect each commercial business in our district this year.
- NWS storm meeting for upcoming winter storms. Weekly
- First Due software and responder application is complete
- First Due asset management side working with
- Auto-Aid Group Meetings moving to a complete auto-aid with all departments (Monthly)



Fire Chief Jason S. Payne

- Attended multiple HOA meetings (Monthly)
- Chamber of Commerce meetings (Monthly)
- University of Arizona quality assurance EMS meetings (Monthly)
- NAFCA meeting (Monthly)
- Community CPR Class (Monthly)
- HOCCRN Meetings (Monthly)
- Crisis Response Team meeting (Monthly)
- Annual Reviews (Monthly)
- Show Low dispatcher meeting (Monthly)
- Summit Base Hospital Run Review (Monthly)
- Medical Billing Data collection monthly meeting (Monthly)
- Monthly year end grant funding reports due