

## 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 21, 2023 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:
  1. Regular Session minutes of January 17, 2023
  2. Both Executive Session minutes of January 17, 2023

**MOTION to accept the January 17, 2023 Board Meeting and both Executive Session Minutes as presented**

#### REPORTS AND CORRESPONDENCE:

3. January 2023 Fire & EMS Reports
4. January 2023 Fire Chief's Report

**MOTION to accept the January 2023 Reports and Correspondence as presented.**

3. FINANCIAL REPORTING: January 2023 Financial and Ambulance Financial Statements.  
**MOTION to accept the January 2023 Financial and Ambulance Financial Statements as presented.**
4. CALL TO THE PUBLIC:
5. OLD BUSINESS:
  - A. Discussion and possible action regarding the proposal presented from Chief Payne for adding a fee for false alarm calls to the Fee Schedule:
  - B. Update on apparatus and grants:

6. NEW BUSINESS:
  - A. Discussion and possible action regarding the hiring of Battalion Chiefs or Assistant Chief:
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. 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: 2-17-23

**HEBER-OVERGAARD FIRE DISTRICT BOARD  
BOARD MEETING MINUTES  
February 21, 2023**

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

Attendees:

Roger Owens, Chairman  
Roxanne Flynn, Board Clerk\*Zoom  
Mike Brewer, Board Member\*Zoom

Steven Grumkoski, Board Member  
Mark Dahl, Board Member  
Jason Payne – Fire Chief

1. CALL TO ORDER and ROLL CALL OF BOARD MEMBERS:
  
2. CONSENT AGENDA:
  - A. APPROVAL OF MINUTES
    1. Regular Session minutes of January 17, 2023
    2. Both Executive Session minutes of January 17, 2023

**MOTION made by Mark Dahl to accept the January 17, 2023 Board Meeting and both Executive Session Minutes as presented. Roxanne Flynn SECONDED the MOTION. All In Favor.**

- B. REPORTS AND CORRESPONDENCE:
  1. January 2023 Fire & EMS Reports
  2. January 2023 Fire Chief's Report

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

3. FINANCIAL REPORTING: January 2023 Financial and Ambulance Financial Statements.  
**MOTION made by Steven Grumkoski to accept the January 2023 Financial and Ambulance Financial Statements as presented. Mike Brewer SECONDED the MOTION. All in favor.**
  
4. CALL TO THE PUBLIC:
  
5. OLD BUSINESS:
  - A. Discussion and possible action regarding the proposal presented from Chief Payne for adding a fee for false alarm calls to the Fee Schedule:  
**MOTION made by Steven Grumkoski to accept the 2023-2024 Fee Schedule as presented. Mark Dahl SECONDED. All in favor.**
  
  - B. Update on apparatus and grants:

Chief Payne said the radio & other equipment for Attack 71 has been getting installed, we are waiting for some equipment, it should be in service within 14 days. Chief just got done co-authoring the regional grant for portable radios which is worth over a million dollars, our portion is over \$150k. We received the F500 grant, we are just waiting on the foam, worth \$6500. Other grants are opening up within the next 30-60 days.

6. NEW BUSINESS:

A. Discussion and possible action regarding the hiring of Battalion Chiefs or Assistant Chief:

MOTION made by Mike Brewer to reclassify the Deputy Chief position for the Heber Overgaard Fire District to Battalion Chief position and that position can be 40 hours a week or 48/96 shift schedule as directed by the Fire Chief. Roxanne Flynn SECONDED the MOTION. All in favor.

MOTION made by Roxanne Flynn to increase the Paramedic Stipend from \$5k to \$10k effective March 13, 2023. Mike Brewer SECONDED the MOTION. Steven Grumkoski OPPOSED. The rest IN Favor.

The motion for changing the Paramedic Stipend must be removed due to it not being an agenda item.

7. CALL TO THE PUBLIC:

8. ADJOURNMENT


MOTION made by Steven Grumkoski to Adjourn. Mark Dahl SECONDED the MOTION. All In Favor. 19:25

Respectfully Submitted,

Shelley Neely



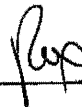
R. Owens



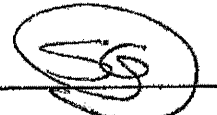
M. Brewer



M. Dahl



R. Flynn



S. Grumkoski

**Fire Chief Jason S. Payne**



<b>EMS – Billing Summary</b>	<b>JAN</b>
ALS Transports	47
BLS Transports	4
Deceased	1
Helicopter	1
Patient Refusals	22
<b>Total Billing Summary</b>	<b>75</b>

<b>FIRE – Run Summary</b>	
Fire	1
Rescue & EMS	80
Hazardous Condition	2
Service Call	14
Good Intent Call	4
False Alarm & False Call	4
Weather & Nat Disaster	2
<b>Total FIRE Calls</b>	<b>107</b>

<b>ACTIVITY –Summary</b>	
Community Events	1
Burn Permit	2
Firewise Inspection	0
Public Assist	1
Residential Lockbox Install	1
Lift Assist	9
Vehicle Lockout	6
Public Education	0
<b>Total ACTIVITY Calls</b>	<b>20</b>

<b>EMS Response Times Month</b>	<b>Minutes/ Seconds</b>
In-District	5:33
Out of District – In CON	21:21
Out of CON	0:00

**Fire Chief Jason S. Payne**



## January 2023 Fire Chief Report

### January Wildland Update

- Wildland meetings for upcoming season 2023, along with fire restriction meetings (Monthly)

### Apparatus Update

- E71 in service
- E72 in service as reserve engine
- E73 (type 3) in service
- Ambulances in service
- New purchase of Attack Truck being outfitted

### January 2023 bullet points

- Chief McCluskey retirement ceremony
- Change of Command ceremony Timber Mesa Fire
- New developer meeting pre-construction-Circle K
- Snow storm preparation and snow removal
- Repaired flag pole
- DHS Ambulance inspection
- Monthly apparatus preventative maintenance
- Air Ambulance meetings for future training
- Allied for regional grants- Assistant to Firefighters Grant
- Received state funded grant for F-500 foam
- Attended multiple HOA meetings
- Girl Scout Troop cookie drive through at HOFD
- HO Sanitation Board Meeting
- Chamber of Commerce meetings (Monthly)
- University of Arizona quality assurance EMS meetings (Monthly)
- NAFCA meeting (Monthly)
- Community CPR Class (Monthly)
- HOCRN Meetings (Monthly)
- Crisis Response Team meeting (Monthly)
- Annual Reviews (Monthly)

Heber Overgaard Fire District  
Division of Administration

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**Fire Chief Jason S. Payne**



- 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
- Several major incidents in the community and on highways
- Ketamine drug training