

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 July 18, 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 June 20, 2023.

MOTION to accept the June 20, 2023 Board Meeting Minutes as presented

REPORTS AND CORRESPONDENCE:

2. June 2023 Fire & EMS Reports
3. June 2023 Fire Chief's Report

MOTION to accept the June 2023 Reports and Correspondence as presented.

3. FINANCIAL REPORTING: June 2023 Financial and Ambulance Financial Statements.
MOTION to accept the June 2023 Financial and Ambulance Financial Statements as presented.
4. CALL TO THE PUBLIC:
5. OLD BUSINESS:
 - A. Update on apparatus, grants, and the tower:
6. NEW BUSINESS:
 - A. Nomination for Fire Board Clerk:
 - B. Volunteer needed to replace Roxanne Flynn on the PSPRS Board.

C. Swearing in new full-time crew member Mark Hansen.

D. Review and possible action regarding the Heber Overgaard Fire District Board By-Laws:

7. BOARD ANNOUNCEMENT: OPEN FIRE BOARD SEAT.

8. CALL TO THE PUBLIC:

9. 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: 7-14-23

**HEBER-OVERGAARD FIRE DISTRICT BOARD
BOARD MEETING MINUTES
July 18, 2023**

The meeting was called to order by Steven Grumkoski at 18:00.

Attendees:

Roger Owens, Chairman absent	, Board Member
Steven Grumkoski, Board Clerk	Mark Dahl, Board Member
Mike Brewer, Board Member telephone	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 June 20, 2023

MOTION made by Mark Dahl to accept the Regular Session Board Meeting minutes of June 20, 2023 as presented. Mike Brewer SECONDED the MOTION. All In Favor.

B. REPORTS AND CORRESPONDENCE:

1. June 2023 Fire & EMS Reports
2. June 2023 Fire Chief's Report

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

3. FINANCIAL REPORTING: June 2023 Financial and Ambulance Financial Statements.

Ben with the James Vincent Group stated we will add the bank statement reconciliations to a folder for the board members to look through and initial at the board meetings.

MOTION made by Mark Dahl to accept the June 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. Update on apparatus, grants, and the tower:

Chief Payne stated he found a Type 1 Engine that will meet all our needs with HME Aaron Fox. The amount is \$692k with an expected date of delivery October 16th. Chief Payne stated the district was approved for a Navapache donation for PPE, it will be used for gloves and particulate hoods. The donation amount is \$2,000 to \$2,500. He said he also was approved for a \$65k grant for Fire Incident Management software. In late August a rollout of First Due software which is part of the automatic aid system that will integrate with the Fire Incident Management software will help to decrease response times, it will also be used for pre-plans and safety plans that will help with fire prevention.

module called Community Connect that the residents can register for an account and then put in their important information, residents can request a Fire Wise Inspection and burn permits through the site. This will be added to the district website. Chief Payne stated stakeholders are still working on the tower but should have a contract in late October.

6. NEW BUSINESS:

A. Nomination for Fire Board Clerk:

Mike Brewer nominated Steven Grumkoski to be the Board Clerk, Roger Owens Proxy voted for Steven Grumkoski. Steven Grumkoski accepted. MOTION made by Mark Dahl to accept Steven Grumkoski as the Fire Board Clerk. Mike Brewer SECONDED the MOTION. Steven Grumkoski abstained the vote for himself.

B. Volunteer needed to replace Roxanne Flynn on the PSPRS Board:
Table for next month.

C. Swearing in new full-time crew member Mark Hansen:

D. Review and possible action regarding the Heber Overgaard Fire District Board By-Laws:
MOTION made by Mike Brewer to accept the Board By-Laws as presented. Mark Dahl SECONDED the MOTION. All In Favor.

7. BOARD ANNOUNCEMENT: OPEN FIRE BOARD SEAT:

The Fire Board agreed to have Chief Payne proceed with the same process as last time with asking for applicants to fill out a questionnaire and have a meet & greet for the August board meeting. The board then will have a vote in the September board meeting.

8. CALL TO THE PUBLIC:

Steven Grumkoski said he went to the AFCA conference and had a good experience. He said we should honor Roxanne for all the time she spent on the Fire Board.

9. Adjournment:

MOTION made by Mike Brewer to adjourn. Mark Dahl SECONDED the MOTION. All In Favor. 18:40

Respectfully Submitted,

Shelley Neely


R. Owens


M. Brewer


M. Dahl


S. Grumkoski



Fire Chief Jason S. Payne

EMS – Billing Summary	JUN
ALS Transports	50
BLS Transports	3
Deceased	2
Helicopter	14
Patient Refusals	

Total Billing Summary 69

FIRE – Run Summary	
Fire	3
Rescue & EMS	80
Hazardous Condition	1
Service Call	20
Good Intent Call	4
False Alarm & False Call	2
Weather & Nat Disaster	0

Total FIRE Calls 110

ACTIVITY –Summary	
Community Events	1
Burn Permit	10
Firewise Inspection	0
Public Assist	3
Residential Lockbox Install	1
Lift Assist	6
Vehicle Lockout	6
Public Education	2

Total ACTIVITY Calls 29

EMS Response Times Month	Minutes/ Seconds
In-District	4:37
Out of District – In CON	24:07:00
Out of CON	39:87



Fire Chief Jason S. Payne

	(YTD-2023)		JAN	FEB	MAR	APR	MAY	JUN
ALS Transports	284	64.25%	47	47	38	49	53	50
BLS Transports	17	3.85%	4	5	2	0	3	3
Deceased	8	1.81%	1	0	0	2	3	2
Helicopter	20	4.52%	1	0	2	3	0	14
Patient Refusals	113	25.57%	22	19	16	23	33	0
Total Billing Summary	442		75	71	58	77	92	69

	(YTD-2023)		JAN	FEB	MAR	APR	MAY	JUN
Fire	23	3.62%	1	1	6	9	3	3
Rescue & EMS	462	72.64%	80	69	61	79	93	80
Hazardous Condition	8	1.26%	2	2	1	1	1	1
Service Call	84	13.21%	14	11	10	16	13	20
Good Intent Call	30	4.72%	4	6	4	6	6	4
False Alarm & False Call	27	4.25%	4	2	6	4	9	2
Weather & Nat Disaster	2	0.31%	2	0	0	0	0	0
Total FIRE/EMS Calls	636		107	91	88	115	125	110

	(YTD-2023)		JAN	FEB	MAR	APR	MAY	JUN
Community Events	5		1	0	1	1	1	1
Burn Permit	48		2	2	6	15	13	10
Firewise	4							
Inspection	4		0	0	2	1	1	0
Public Assist	13		1	1	0	5	3	3
Residential Lockbox Install	6		1	1	0	2	1	1
Lift Assist	33		9	1	2	6	9	6
Vehicle Lockout	37		6	2	6	8	9	6
Public Education	15		0	2	2	0	9	2
Total ACTIVITY Calls	146		20	9	19	38	31	29



Fire Chief Jason S. Payne

June 2023 Fire Chief Report

Wildland Update

- Several small fires in the region, only 3 assignments have been asked for and we were not able to fill. We have an IMT with UTV available and a Type 6 brush truck when asked.

Apparatus Update

- Attack-71 in service
- E71 back 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
- All Ambulances in service

Bullet points

- July 4th celebration meetings
- Apparatus meeting with 2 manufactures on new Type 1 truck.
- Insurance meeting with new quotes from Monti.
- Lions club public event
- Station fire riser and back flow inspection
- Father Day pancake breakfast at the fire station.
- Emergency Managers meeting
- Several small brush fires in district
- Budget approval meeting
- Auto-Aid Group Meetings moving to a complete auto-aid with all departments.
- 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)
- HOCRN Meetings (Monthly)
- Crisis Response Team meeting (Monthly)

Fire Chief Jason S. Payne



- 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