

## 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 March 19, 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 February 20, 2024
  - B. Executive Session minutes of January 16, 2024

**MOTION to accept the February 20, 2024 Board Meeting Minutes and the January 16, 2024 Executive Session Minutes as presented**

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

**MOTION to accept the February 2024 Reports and Correspondence as presented.**

4. FINANCIAL REPORTING: February 2024 Financial and Ambulance Financial Statements.  
**MOTION to accept the February 2024 Financial and Ambulance Financial Statements as presented.**
5. CALL TO THE PUBLIC:
6. 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: 3-15-24

**HEBER-OVERGAARD FIRE DISTRICT BOARD  
BOARD MEETING MINUTES  
March 19, 2024**

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

Attendees:

Roger Owens, Chairman  
Steven Grumkoski, Board Clerk  
Mike Brewer, Board Member

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

1. CALL TO ORDER and ROLL CALL OF BOARD MEMBERS:
2. APPROVAL OF MINUTES:

- A. Regular Session minutes of February 20, 2024
- B. Executive Session minutes of January 16, 2024

**MOTION made by Steven Grumkoski to accept the Regular Session minutes of January 16, 2024 and Executive Session Board Meeting of January 16, 2024 as presented. Mike Brewer SECONDED the MOTION. All In Favor.**

3. REPORTS AND CORRESPONDENCE:

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

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

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

**MOTION made by Steven Grumkoski to accept the February 2024 Financial and Ambulance Financial Statements as presented. Mark Dahl SECONDED the MOTION. All in favor.**

5. CALL TO THE PUBLIC:

6. ADJOURNMENT

**MOTION made by Mike Brewer to Adjourn. Steven Grumkoski SECONDED the MOTION. All In Favor. 18:24**

Respectfully Submitted,

Olivia Valencia



R. Owens

M. Brewer



M. Dahl



G. Martin



S. Grumkoski



**Fire Chief Jason S. Payne**

## February 2024 Fire Chief Report

### Wildland Update

- CFRA training, Wildland refresher and PAC testing starting this month. We have already had several in district small road side brush fires. Inventory of all wildland equipment and assets.

### 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
- F-71 is out of service being repaired at Ford

### Bullet points

- First Arriving status dispatch boards are in service and learning
- NAFCA meeting of 2024 with all cooperators.
- Conference room phase 1 complete and 1<sup>st</sup> board meeting.
- Preparing for 2024 annual physicals, they start in February and March
- Talking to Securis on Workman comp insurance
- JVG meetings on 2024 financials and start the budget process
- Bi-Monthly Chiefs meeting
- Bi-Monthly Captains meeting
- CFRA training and updating all wildland assets
- 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



**Fire Chief Jason S. Payne**

- Auto-Aid Group Meetings moving to a complete auto-aid with all departments (Monthly)
- 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)
- 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



**Fire Chief Jason S. Payne**

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

<b>FIRE/EMS – Run Summary</b>	<b>(YTD-2024)</b>	
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%
<b>Total FIRE/EMS Calls</b>	<b>95</b>	

<b>ACTIVITY –Summary</b>	<b>(YTD-2024)</b>	
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	
<b>Total ACTIVITY Calls</b>	<b>25</b>	



**Fire Chief Jason S. Payne**

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<b>Total Billing Summary</b>	<b>69</b>
<b>FIRE – Run Summary</b>	
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
<b>Total FIRE Calls</b>	<b>95</b>
<b>ACTIVITY –Summary</b>	
Community Events	0
Burn Permit	8
Firewise Inspection	0
Public Assist	3
Residential Lockbox Install	2
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<b>Total ACTIVITY Calls</b>	<b>25</b>