



Desert Hills Fire District

3983 London Bridge Road
Lake Havasu City, AZ 86404
(928) 764-3333 (FAX) 764-2397

Desert Hills Fire District Board Meeting Minutes Regular Meeting, August 21, 2019

1. Call to order

Board Member Hayes called to order the Desert Hills Fire District Board meeting at **9:00 a.m. on Wednesday, August 21, 2019**, at the Desert Hills Fire Station Si-Mock Room located at 3983 London Bridge Road, Lake Havasu City, AZ.

2. Pledge of Allegiance

Pledge of Allegiance commenced by Board Member Hayes

3. Roll Call

The following Board Members were present:

John Hayes
Curtis Schafer
Tom Roger
Brad Shelton
Char Beltran

Also, in attendance:

Battalion Chief Stanec
Battalion Chief Bunn
Administrative Specialist Harrison

4. Call to the Public: None

5. Approval of Regular Meeting Minutes for July 17, 2019: Motioned by Board Member Roger to accept July 17, 2019 Regular Meeting Minutes, seconded by Board Member Beltran; all in favor.

6. Reports:

a) Fire Finance and Administration Report:

- BC Stanec stated he has been working on Lexipol Policies and preparing for new hire interview and testing which takes place August 26th and 27th, 2019.
- MCFOA training sub-committee invited training officer to attend. Captain Erickson was appointed the president of the committee.
- BC Stanec met with BLM for available land, for possibly getting a new station. This is a project Chief Dennen started working on with our County Assessor. There is land available near the highway and land adjacent to Station 1 to the north. The land to the north would be ideal. The County Assessor Office is still working out the details.
- Our last board meeting it was brought up about having a Public Information Officer. BC Stanec researched and found DEMA (Department of Emergency and Military Affairs) hosts this training around the state. There are two trainings coming up, one in September and one in October. BC Stanec will check with other districts to see who is interested so we can host a local training.
- Professional development update: BC Bunn has been accepted into the Fire Science Associates Degree Program with Columbia Southern University. He begins class in mid-September. BC Stanec has been accepted into the Managing Officer Program with the National Fire Academy. It is a two-week program for two years.

- Financially we are watching our expenditures.
- Next board meeting BC Stanec will not be present.

b.) **Fire Operation Report:**

- We are participating with LHFD for training with the high school for incoming freshmen. It's the Stop the Bleed program through the hospital. The training is for wound packing, tourniquets and CPR, etc.
- We began Hydro sac testing on our SCBA bottles.
- EMS Coordinator Reeder scheduled Care Flight to do our air way testing.
- We submitted a grant through ADEQ for a pallet of F500 firefighting foam. The only cost to the district is shipping and the foam has a \$7500 value.

c.) **Wildland Report:** BC Stanec stated the last two wildland assignments have been approved for payment.

d.) **DHFD Auxiliary Report:** None

e.) **Correspondence:** None

7. **New Business:**

- a.) Discussion and possible action re: Approval of monthly Financial Report. Administrative Specialist Harrison stated that the Grant Savings Account is \$3,174.07, Payroll Account \$31,847.66, Petty Cash \$100.00, Special Revenue Checking Account 38,578.69, Special Revenue Savings Account \$11,923.21, Warrant Account \$254,879.39, with a total balance of \$340,503.02. Approval of Financial Report motioned by Board Member Shelton, seconded by Board Member Schafer, all in favor.
- b.) Discussion and possible action re: Approval of Lexipol Policies 100 – 600; BC Stanec stated we had our Lexipol policy workshop for section 100 – 600 and would like the board to approve them. There were questions on the policies pertaining to the medical policies. EMS Coordinator Reeder review them and made the change to 500.4 we do not leave a report of a deceased patient with the coroner. The coroner needs to request a copy. BC Stanec asked if anyone from the subcommittee saw any other changes that need to be done. All members stated no. Board Member Roger motioned to approve Lexipol Policies 100 – 600 with the changes to the 500 policies, medical section, seconded by Board Member Beltran, all in favor.

8. **Board Member Comments:**

- a) New Business to be considered on future agendas: Review next Lexipol policies and scheduling of the next Lexipol policy workshop.
- b) Comments:
- Board Member Hayes commented that Administration Specialist Harrison and himself attended a PSPRS presentation. It was very informative information on our retirement system.
 - BC Bunn stated DHFD working with Bullhead City Fire and Lake Havasu Fire on putting on an Engineer Academy for all firefighters that was not previously certified as an engineer. The auxiliary will cover the cost of the class.

9. **Adjourn:** Motion to adjourn at 9:22 a.m. by Board Member Beltran, seconded by Board Member Hayes, all in favor.