



# Desert Hills Fire District

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## Desert Hills Fire District Board Meeting Minutes Regular Meeting June 22, 2023

### 1. Call to order

Board Member Roger called to order the Desert Hills Fire District Board meeting at **9:00 a.m. on Wednesday, June 21, 2023**, 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 Roger

### 3. Roll Call

The following Board Members were present:

Tom Roger  
Curtis Schafer  
Char Beltran  
Jimmy Wilson  
Rich Fountain

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 May 17, 2023: Board Member Beltran motioned to accept Meeting Minutes as written, seconded by Board Member Fountain, all in favor.

### 6. Reports:

#### a) **Fire Administration Report:** Battalion Chief Stanec reports;

- JPA countywide update: At our last county chiefs meeting it was decided that our Mohave County Fire Officers Association would draft a letter explaining the JPA and requesting Fire Boards interested in being part of the study. As of today, the letter has yet to be drafted. The next meeting is Thursday. Hopefully Mohave Valley Fire will have the letter drafted. Basically, JPA is combining departments together to form one power authority. We will keep updated you as we meet and know more. BM Roger wants clarification on county services, cities and municipals. Cities and municipalities can join the power authority. We're still only scratching the surface right now.
- The Incident Command Software Grant we received, I've been working with State Procurement and the company Adashi. I'm going to keep moving forward with Adashi. There's a lot of work to make it successful.
- Yesterday I went to Bullhead City for their captains testing. I was invited to sit on the panel and it was an interesting experience.
- We are losing two of our Firefighters to Lake Havasu City Fire. Joey Palme is currently working with Havasu and Kane Wijngaarden in the middle of July for their academy. So we're actively hiring and getting ready for promotions over the next month.

- The Retention Committee meeting is slated for the beginning of August.
- I'm going on vacation July 6<sup>th</sup> – 16<sup>th</sup>. BC Bunn will be on vacation July 15<sup>th</sup> – August 1<sup>st</sup> and Admin Harrison will be on vacation July 11<sup>th</sup> – 18<sup>th</sup>.

b) **Fire Operation Report:** Battalion Chief Bunn reports;

- Our call stats are currently at 381 calls, up 89 calls from last month, nothing significant to report.
- We have promotional opportunities coming. We opened internal application period for engineers which will close June 28<sup>th</sup>, we will do tested the week of July 10<sup>th</sup>.
- New Engine update-pictures on the have been updated and the cab is now on the chassis. Still no date.
- The ARPA funding of \$100,000.00 is at a standstill. It's been a nightmare dealing with the county and trying to get it approved. As soon as I get updates, I'll let you know.

c) **DHFD Auxiliary Report:** Auxiliary President Rich Fountain reported on the cookbook, Aux. Member June came up with the idea to sell sponsorship. We have gotten quite a bit and basically the cost of the cookbook will be covered by sponsorships. If any board members would like to add a recipe, please submit them to Admin Harrison.

d) **Correspondence:** None

7. **New Business:**

a.) **Discussion and possible action re: Approval of monthly Financial Report.** Administrative Specialist Harrison states that the Grant Savings Account is \$45,387.09, Payroll Account \$80,572.88, Petty Cash \$100.00, Special Revenue Checking Account \$61,581.31, Special Revenue Savings Account \$188,892.49, Warrant Account \$1,121,373.25, with a total balance of \$1,497,907.02. Motioned by Board Member Beltran to approve the financial report as presented, seconded by Board Member Wilson, all in favor.

b.) **Discussion and possible action re: Approval of updated pay scale.** BC Stanec states that BM Beltran brought up recruitment at our last retention committee. We have been fortunate the past few years in retaining our firefighters. At the last committee meeting we presented the pay and benefit study that was done by Buckskin Fire District for Firefighter, Paramedic and Captains. DHFD is listed as the second lowest paid Fire Department on that survey. A We would like to get our pay more comparable to other districts. We cannot compete with the large districts or municipalities. So, the solution for now is to take our current pay scale and remove the first two or three steps and add them to back end, to stay at 10 steps. The countywide average pay for firefighter is \$15.09. if we dropped two steps, we would be at \$14.71 and three steps would put us at \$15.08. Moving the three steps put us at the average mark. This is a short-term solution if we adopt one of the pay scales today. BM Beltran asked what the impact to the budget would be currently. BC Stanec responds there is no impact currently, the pay will stay the same as budgeted. BM Roger states that changing the steps will put new hires at or close to some of our current employees. BC Stanec responded that it would but that's what we need to do to attract good quality people. BM Roger likes the three-step movement. BC Bunn states he feels it's a good fix for now to move the three steps. BC Stanec states that this will make us more competitive and if the JPA does happen this won't be an issue. Everyone in the JPA will be at the same pay scale. BM Beltran states she feels the three-step movement is a good start. Board Member Beltran motions to accept the updated pay scale and remove the first three-steps and three steps to the back end to retain 10 steps, seconded by Board Member Wilson, all in favor.

c.) **Discussion and possible action re: Approval of proposed budget.** BC Stanec states the budget presented is the same proposed budget that has been posted with no changes. We have not received any correspondence from the public regarding the budget. Board Member Roger motions to approve the proposed budget for FY23/24, seconded by Board Member Beltran, all in favor.

8. **Board Member Comments:**

- a) **New Business to be considered on future agendas:** None
- b) **Comments:** None

9. **Adjourn:** Motion to adjourn at 9:51 by Board Member Beltran, seconded by Board Member Fountain, all in favor.