



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, May 20, 2020

1. Call to order

Board Member Hayes called to order the Desert Hills Fire District Board meeting at **9:00 a.m. on Wednesday, May 20, 2020**, 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
Brad Shelton
Char Beltran
Tom Rogers

Also, in attendance:

Battalion Chief Stanec
Battalion Chief Bunn
Administrative Specialist Harrison
Consultant Pat Dennen

4. Call to the Public: None

5. Approval of Regular Meeting Minutes for April 15, 2020: Motioned by Board Member Beltran to accept April 15, 2020 Regular Meeting Minutes, seconded by Board Member Hayes; all in favor.

6. Reports:

a) **Fire Administration Report: BC Stanec reports;**

- Lexipol Policies have been accepted by all employees. We have begun our daily training bulletins. Engineer Reeder completed an Emergency Action Plan for both stations to stay in compliant with Lexipol Policy 201, which is also an OSHA requirement.
- AFG opened up a supplemental grant because of COVID-19. We are not in need of masks, gloves or gowns so BC Bunn and myself got creative and wrote a grant for 20 sets of backup turnout gear in the amount of \$44,000 with a zero match.
- We attending the weekly EMS and Emergency Management PPE meeting via web based. The reins have loosed slightly but most meeting are still web based.

b) **Fire Operation Report: BC Bunn reports;**

- A and C shift completed their annual extrication training.
- We responded to two (2) brush fires with Mohave Valley Fire.

- We had FF Glomboski, Johnson and Wijngaarden attended a physical fitness training class with Bullhead City Fire Department. We are implementing a diet and workout program for the entire department. FF Johnson posts weekly workouts and diet tips. Hopefully the program will be in full swing within the year.
- We received another Walmart grant for \$2000 and will be use for equipment for the engines and an air system for station 2.

c) **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 \$15,012.53, Payroll Account \$4,719.84, Petty Cash \$240.00, Special Revenue Checking Account \$31,444.75, Special Revenue Savings Account \$40,282.55, Warrant Account \$616,004.72, with a total balance of \$707,704.81. Board Member Shelton motioned to accept the financial statements as presented, seconded by Board Member Roger, all in favor.
- b.) Discussion and possible action re: Approval of Lexipol Policy Updates 500 Patient Care Reports & 903 Communicable Diseases. BC Stanec reported Lexipol updated this policy. The updates for Policy 500, Patient Care Reports added Electronic Pre-Hospital Care Reports (ePCR) and what the definition of a patient is. We currently do this reporting through our Image Trend Software. 500.2 removed the verbiage Pre-Hospital Information & EMS Registry System wit AZ-Piers.
The updates for Policy 903, Communicable Diseases social security number was struck for 903.5.2
Board Member Beltran motioned to approved the changes to Lexipol Policy Updates, seconded by Board Member Schafer, all in favor.
- c.) Discussion and possible action re: Approval to accept VFA Grant. BC Stanec stated we apply for the VFA Grant every year. This year they award us \$2,985 for wildland P25 compliant radios. This is a 50/50 match grant so the department will be liable for \$2,985. The best quote we received was from 49Communications at \$5,969.85 We are asking approve to move forward with purchasing these 3 wildland radios, which includes the antennas, batteries and programming. Board Member Roger motioned to accept the VFA Grant and approved the purchase of the wildland radio, seconded by Board Member Shelton, all in favor.
- d.) Discussion and possible actions re: Workers' Compensation. A few Board Members attended the web meeting with AZ Fire District Workers' Comp. Board Members felt it was pretty straight forward. BC Stanec stated the pros and cons for both AZFDWC and 7710 WC. 7710 was slightly higher, but AZFD has a large Capitalization payment. 7710 is a one (1) year at a time commitment and AZFD has a three (3) year commitment. 7710 provides TAHPI. AZFD is a long-term solution to reoccurring workers comp issues and has worked well for the AZ School System. The board feels the pool is a good way to go, but suggests to wait a year to see how it goes. A three (3) commitment and the large capitalization payment is to much at this time with all the uncertainties and we don't know what next fiscal year is going to look like. It was unanimous by all board members to stay with 7710. Board Member Beltran motioned to stay with 7710 Workers Compensation, seconded by Board Member Roger, all in favor.
- e.) Discussion and possible actions re: Proposed Budget. Administrative Specialist presented the proposed budget and stated the changes in the proposed budget vs last years adopted budget. The Grant revenue and expense was lowered to \$50,000. Wildland revenue remained the same. Operating expense was reduced due to firefight equipment reduced to \$38,500. Training expenses was increased to \$30,000. Vehicle repair was increased along with personnel cost. Dennen added that the two (2) Battalion Chiefs are going into a salary position, and that it be a one (1) year probation status, so if it did not work out, they would have the right to return to their hourly Captains position. Next FY2122 that the become regular exempt employees, no more probation. Board Member Roger motioned to accept the proposed budget as presented, seconded by Board Member Hayes, 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 9:40 a.m. by Board Member Beltran, seconded by Board Member Hayes, all in favor.