



# Desert Hills Fire District

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## Desert Hills Fire District Board Meeting Minutes Regular Meeting, September 16, 2020

### 1. Call to order

Board Member Hayes called to order the Desert Hills Fire District Board meeting at **9:01 a.m. on Wednesday, September 16, 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 - absent  
Char Beltran  
Tom Rogers

Also, in attendance:

Battalion Chief Stanec - absent  
Battalion Chief Bunn  
Administrative Specialist Harrison

4. **Call to the Public:** Jimmy Wilson introduced himself as the districts Chaplain. He is also the chaplain for Lake Havasu City Police Department and the Pastors for Calvary Baptist Church. He is here as a chaplain for the crew and the public. Jimmy has also applied to be our new board member beginning December 2020. He is on the board for Havasu Heights Water and has lived in Lake Havasu for 30 years.

5. **Approval of Regular Meeting Minutes for August 19, 2020:** Board Member Rogers motioned to accept the meeting minutes with the correction of the date from July to August, seconded by Board Member Beltran.

### 6. Reports:

#### a) **Fire Administration Report: BC Bunn reported:**

- We're working on the t-shirt logo for 50<sup>th</sup> anniversary coming up on February 21, 2021. We sent a survey to the employees to help pick the outline for the logo.
- We met with the Auxiliary President; the pancake breakfast and other fund raising will be on hold until January due to COVID.
- We have been working with local uniform vendors for a company that meets our needs to supply uniforms. As of right now Flashover Graphics in Kingman has everything we need at a good price.

b) **Fire Operation Report: BC Bunn reported:**

- We currently are at 519 calls for the year.
- Captain Sayre and Engineer Spencer responded to a mutual aid call for a brush fire up near AVI resort. Engineer Spencer was there the first day and FF David Nelson when back with Captain Sayre the second day.
- We had a significant accident call on Monday the 14<sup>th</sup>. E1511 responded as a mutual aid request with LHCFD. There were 3 vehicles and numerous people involved.
- C-Shift responded to a residential fire on Sapphire St on the September 4<sup>th</sup>. LHCFD Engine 6 responded for mutual aid along with a BC Stanec for command help. The fire was under control quick with no injuries were reported to any fire personnel.
- Congratulations to Captain Sayre who completed his Engine Boss task book on the last brush fire near the AVI. We are submitting it to the state for final approval. We should have our own engine boss soon.
- As the weather begins to cool down, you'll start seeing our crews out conducting training. We've been invited to River Bound in Havasu Heights to train anytime we want.

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 \$79,066.36, Payroll Account \$3,257.92, Petty Cash \$100.00, Special Revenue Checking Account \$18,986.48, Special Revenue Savings Account \$60,450.78, Warrant Account \$175,872.90, with a total balance of \$337,734.44. Motioned by Board Member Beltran to approve the financial report as presented, seconded by Board Member Rogers, all in favor.
- b.) Discussion and possible action re: Donation of SCBA Air Packs from LHCFD. Battalion Chief Bunn reported the Lake Havasu City Fire Department received AFG grant for new air packs and would like to donate 20 packs to DHFD. The advantage to these packs will be that they are compatible with neighboring departments. Also fit test and air testing will be done locally, along with any repairs, saving us money on shipping to Phoenix to be repaired. We are still waiting on LHCFD to give us a quote for the testing. Board Member Roger motions to approve the donation of 20 SCBA Air Packs from LHCFD seconded by Board Member Schafer, all in favor.
- c.) Discussion and possible action re: To retain LDR ProSolutions to write the AFG Grant. Battalion Chief Bunn has done research and learned our proficiency in grant writing is not great and we are not getting the big grants anymore. I took a grant writing session at the AFDA conference last year with Denise Roggio, who manages LDR ProSolutions, she's a grant writer. She has received just over 1.1 million dollars in grants in just 3 years. Of course, there are no guarantees in grant writing. If we can have her to do this one grant, we will get some education and see the wording used. The grant we would like to get is a \$270,000.00 water tender because our current tender is 30 years old. She will charge \$1,000.00 to write the grant and she also offers classes on grant writing. During the grant writing process, she will create a shared folder for myself, BC Stanec and Admin Harrison to access, for inputting data, communications and to keep us updated on the process. We did receive another quote at a minimum of 10 hours for \$1250. Other grant writers take a percentage of the grant. Board Member Beltran motion to retain LDR Solution to write the grant, seconded by Roger, all in favor.

8. **Board Member Comments:**

- a) New Business to be considered on future agendas: Discuss of our Engine for sale.
- b) AFDA conference in January is canceled, however they are going to do a one-day statutory training for newly elected and re-elected Fire Boards. The location will be determined for Mohave Co.
- c) Comments: none

9. **Adjourn:** Motion to adjourn at 9:32a by Board Member Hayes, seconded by Board Member Beltran, all in favor.