



LAKE MOHAVE RANCHOS

FIRE DISTRICT

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MINUTES OF SPECIAL MEETING OF THE LAKE MOHAVE RANCHOS FIRE DISTRICT GOVERNING BOARD

*The Governing Board of the Lake Mohave Ranchos Fire District met in Special Session on **May 1, 2019 at 3:00 p.m.** The Meeting was held at **Station 43** located at **30250 N. Stillwater Dr. Meadview, AZ.** The Board may vote to go into Executive Session on any Agenda item, pursuant to A.R.S. §38-431.03(A)(3) for legal advice with the District's Attorney on matters as set forth in the Agenda item. The following topics and any variables thereto, will be subject to Board consideration, discussion, approval, or other action. All items are set for possible action.*

MINUTES

1) CALL TO ORDER.

- Director Reh-Bower called the Special Meeting to order at approximately 3:00 p.m.

2) ROLL CALL OF BOARD MEMBERS.

- Directors present were: Ellen Reh-Bower, Charlotte Kiffer, Deb Cass and Joe Campbell

3) PLEDGE OF ALLIANCE.

- Recited.

4) APPROVAL OF MINUTES.

- a. Executive Minutes 1/28/2019 (Set 1 A3/A4)
- Director Cass stated she needed time to review these Minutes. Director Kiffer motioned to table Item A until 5/29/19, Director Reh-Bower 2nd. Directors Kiffer, Reh-Bower, Cass and Campbell voted, 'aye.' Motion carried, unanimously.

5) CALL TO THE PUBLIC & CORRESPONDENCE. *(Consideration and discussion of comments and complaints from the public. Those wishing to address the Lake Mohave Ranchos Fire District Board need not request permission in advance. The Fire District Board is not permitted to discuss or take action on any item(s) that are not on the Agenda that are raised in the call to the public. However, individual Board Members may be permitted to respond to criticism directed to them. Otherwise, the Board may direct that staff review the matter or that the matter be placed on a future agenda. The Fire District Board cannot discuss or take legal action on any issue raised during the Call to the Public due to restriction of the Opening Meeting Law.)*

- NONE.

6) BUSINESS.

- a. Discussion and possible action regarding: Cost differential with Part-Time Interim Fire Chief/Fire Chief or Full-Time Interim Fire Chief/Fire Chief re: all associated costs/benefits and schedule; cost savings to LMRFD. (Kiffer/Buldra)

- Mr. Buldra stated that the current budget amount for Full-Time Chief is \$95,000 including benefits, and current PSPRS for Fire Chief is budgeted around \$21,000. He noted that cost savings could occur with Part-Time in insurance benefits, approximately \$5,000. He noted that outsourcing the position could save on the pension cost. Mr. Buldra presented an approximate cost savings of \$30,000 for a Part-Time Chief at 29 hours per week. Mr. Buldra noted that for outsourcing through an IGA the prior Agreement with NACFD was based on a monthly fee, which did not include direct employee reimbursement, it had no benefits involved, it was strictly a management contract. Mr. Buldra noted the cost savings with a potential IGA based off prior NACFD Agreement (which was \$4711.75 per month) would be annually \$56,000 vs \$93,000 a difference of approximately \$36,000. It was stated that the cost savings should be used in Capital for Equipment. It was explained that the Budget is based off Full-Time Staff covering Dolan and POC's covering Meadview. It was asked where the weak areas are within the Budget, Mr. Buldra explained within Capital. Mr. Buldra stated with Capital purchases; his recommendation would be to outright purchase those. Information only, No action.
 - b. Discussion and possible action regarding: Fire Chief services needed in interim. (Kiffer)
- The Board ensued in discussion regarding the options of Full-Time Chief, Part-Time Chief or IGA (Intergovernmental Agreement). Director Kiffer explained that GVFD was very receptive in speaking about an IGA. Discussion ensued regarding Interim Chief vs. IGA. Item combined with Item F by consensus.
 - c. Discussion and possible action regarding: Direction to the Chief to schedule for May and June 2019 Suppression coverage for LMRFD. (Kiffer)
- Director Reh-Bower motioned to direct the Chief to schedule for May and June coverage, Director Kiffer 2nd. Chief DeMaio stated the May schedule is complete, he advised there will be loss in coverage after his departure for June and that he isn't responsible for that. It was asked how the Ambulance/CON could be affected? Chief DeMaio stated it could affect the Ambulance and CON if it can't be manned. He advised if it became a long-term thing, the State could have an emergency injunction in place and another Agency would come in and take over the CON. It was asked if there is a problem with medics, how are drug boxes obtained? Chief DeMaio explained you could fall below minimum requirements without ALS coverage. He advised you'd have to notify the State and it's also up to the Base Hospital Director if she wanted to pull the drug boxes or not. It was asked if he knew how many POC's would be leaving, Chief DeMaio stated he wasn't speaking for these guys', but though it was 5 out of 11. Phyllis Aitken (member of the audience, granted permission to speak by the Chair) asked if you lose the CON, you lose revenue? It was explained the loss would occur with medical services, to which Ms. Aitken stated, those services bring in revenue. Ms. Aitken stated, that should have been put in place before asking the Chief to leave. Director Reh-Bower stated the Chief is retiring. Ms. Aitken stated, it was a forceful retirement, we all know that, and the District needs to think about the loss of revenue. Another member of the public expressed her concern regarding the Board and what she felt was a lack of attention to the matter with the Chief leaving and ½ the crew leaving. She stated, they've done nothing in 60-days, and she isn't impressed and that she is concerned for the welfare of everyone. Chief DeMaio stated that nobody has died because they haven't responded in the Ambulance and that the response times meet the requirements within the CON along with the response responsibilities. Directors Kiffer, Reh-Bower, Cass and Campbell voted, 'aye.' Motion carried, unanimously.
 - d. Discussion and possible action regarding: Review and preparation of vacation and sick accrual information, work in progress/Chief Administrative functions and return of LMRFD property from Fire Chief due to Retirement from LMRFD 5/31/2019. (Kiffer)
- The Board ensued in discussion regarding the sick and vacation leave accrued, Chief DeMaio advised that is being reviewed. Chief DeMaio noted through discussion with John Flynn modifications to his vacation had taken place and that he could accrue PTO (shift coverages) for

vacation use. It was stated that his Contract states vacation at a 40-hour work week, whereas he is stating it was modified to 80 hours annually. Discussion ensued regarding the Administrative functions the Chief performs. Discussion ensued regarding current volunteer assistance, what the Administrative Assistant needs and what concerns the Accountant has with a vacated Administrative Office. Chief DeMaio stated he has/will be returning all LMRFD equipment upon his departure (keys, uniforms, etc.) with a witness. He noted that there is an AFG Grant pending for a Water Tender, and a Grant pending with 100-Club of AZ for 4 sets of Turnouts. Chief stated we did receive the Wildland Grant for the equipment, noting the 50/50 invoice hasn't arrived yet. No Action.

- e. Discussion and possible action regarding: Memo from the Governing Board of LMRFD to Staff re: upcoming changes with Fire Chief services; preparation/direction for Memo. (Kiffer)
 - Director Reh-Bower motioned to move Item E after Item I, Director Kiffer 2nd. Directors Reh-Bower, Kiffer, Cass and Campbell voted, "aye." Motion carried, unanimously.
 - Director Kiffer suggested the Board provide a letter to Staff regarding upcoming changes, thanking them for their service, Chief services, etc. Director Reh-Bower motioned to have Director Kiffer prepare the draft Memo for Personnel, send it to Karen, and then to send to the rest of the Board for approval. Director Campbell 2nd. Directors Reh-Bower, Campbell, Cass and Kiffer motioned, "aye." Motion carried, unanimously.
- f. Discussion and possible action regarding: Workshop scheduling with GVFD re: Contract and/or Agreement for Fire/EMS IGA (Intergovernmental Agreement) pursuant to A.R.S. 48-805 16 (a) and (c) with associated cost of IGA (Intergovernmental Agreement) for Fire/EMS services with GVFD; review of previous NACFD IGA (Intergovernmental Agreement) Agreement for Fire/EMS services provided to LMRFD prior; and IGA (Intergovernmental Agreement) for Fire/EMS services information versus Interim Fire Chief/Fire Chief hiring process. (Kiffer/Cass)
 - Director Reh-Bower read aloud her perception and argument for IGA and/or Fire Chief, noting it's not in opinion of her fellow Board Members. She reviewed that she approached GVFD for a Meeting regarding possible IGA. She provided a basic overview of the District, past and current with the current debt the District has. Director Cass inquired about Board control if an IGA happened. Director Reh-Bower stated; the Board would maintain 100% control. She noted it would be for a Management Contract. Director Campbell asked about cost. It was explained there would be a fee for those services. Discussion ensued about a Workshop with GVFD regarding an interim and long-term use for services. Director Kiffer motioned to schedule a Workshop with Golden Valley Fire District for a possible Contract for Chief services and interim services while Contract negotiations are underway, and to schedule with the Golden Valley Board for 5/15, 5/16 or 5/17 in the morning, Director Reh-Bower 2nd. Directors Kiffer, Reh-Bower, Cass and Campbell voted, "aye." Motion carried, unanimously.
- g. Discussion and possible action regarding: LMRFD Board By-Laws Article 1, Section 1.4 #G for purposes of Appointment of Board Member re; override of 60-day Notice. (Reh-Bower)
 - Director Reh-Bower motioned to override the LMRFD By-Laws Article 1, Section 1.4 #G for purposes of Appointment of Board Member, to start accepting applications. Director Cass 2nd. Directors Reh-Bower, Cass, Kiffer and Campbell voted, "aye." Motion carried, unanimously.
- h. Discussion and possible action regarding: Acceptance and review of Board Member Applications for vacant seat re: Candidates for Appointment of Position. (Reh-Bower)
 - Director Reh-Bower noted 5 applications were received for the vacant Board Member seat, as follows: Phyllis Aitken, Mike Karash, Larry Tennant, Theodora Koeppen and Jay Fleming.
- i. Discussion and possible action regarding: Announcement of interviews at the 5/29/2019 Regular Meeting re: Appointment of Position; information regarding: Oath of Office/Certificate of Compliance re: OML (Open Meeting Law) training. (Reh-Bower)
 - Director Reh-Bower reminded the Applicants to read the OML not more than 24-hours before

being sworn in and that a Certificate will be signed. Director Reh-Bower and the Chief noted AFDA training as well for the new Board Member, in-person or via online within 1-year of taking office. No Action.

7) CONSIDERATION OF FUTURE AGENDA ITEMS.

- Specified tabled items will move to following/next month's Regular Meeting, unless noted otherwise and/or pending more information.
 - Outcome of Golden Valley Meeting
 - Documentation of Annual Sick Leave/Vacation Leave
 - Volunteer Committee

8) NEXT REGULAR BOARD MEETING DATE & LOCATION.

- 5/29/2019 at 2:30 p.m. (Regular Meeting) Dolan Springs, AZ.

9) ADJOURNMENT.

- Director Kiffer motioned to adjourn the Meeting, Director Reh-Bower 2nd. Directors Kiffer, Reh-Bower, Cass and Campbell voted, "aye." Motion carried, unanimously
- Director Reh-Bower adjourned the Meeting at approximately 4:31 p.m.

MINUTES prepared by: Karen Jackson

Date: 5/17/2019

Revised: 6/17/2019

Board Approved: 6/24/2019