



BLACK CANYON FIRE DISTRICT



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Minutes

Regular Session

FIRE BOARD MEETING

Thursday, February 27, 2014

(Agenda items may have been taken out of order at the discretion of the Chairman.)

I. CALL TO ORDER

Board Chair called the Fire Board Meeting to order on Thursday, February 27, 2014, at 6:04 p.m. at the Fire District Administration Office, 35050 S. Old Black Canyon Highway, Black Canyon City, Arizona.

II. ROLL CALL OF BOARD MEMBERS / AFFIRMATION OF QUORUM

Members Present: Board Chair Marilyn Forsythe, Board Clerk Sharon McMahon, Board Member Jeri Coslett-Muirhead, Board Member Diana Kenson, and Board Member Jack Artrip.

Members Absent: None *Chair affirms quorum is present.*

Administrative Staff Present: Chief Birch and Elaine Caldwell will be approximately 15 minutes late due to meeting with Yavapai County Assessor.

III. PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

Lead by M. Forsythe

IV. CALL TO THE PUBLIC

There was no response to the Call to the Public.

V. MINUTES

A. Discussion & Possible Action – Regular Board Meeting – January 30th, 2014

Board Member Sharon McMahon moved that the minutes of the Regular Board meeting held for January 30th 2014, be approved. Board Member Jack Artrip seconded the motion.

There were no corrections or additions.

Vote conducted. **MOTIONED CARRIED.**

AYES: Forsythe, Coslett-Muirhead, Kenson, McMahon and Artrip

NAYS: None

ABSTAIN: None

VI. FINANCIAL SUMMARY AND REPORTS

A. Monthly Financial Current Events Summary

Chief Birch and Elaine Caldwell have not arrived; meeting temporarily postponed at 6:10p.m.; until they arrive.

Re-open meeting at 6:34p.m. Chief Birch and Elaine Caldwell are present.



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VII. **CONSENT AGENDA**

A. Approval of the January 2014 Monthly Financial Report:

The Board reviewed the January 2014 Monthly Financial Report; which is attached to the official Fire Board meeting packet.

B. Approval of the January 2014 Ambulance Bookkeeping and Insurance Billing Report

The Board reviewed the January 2014 Ambulance Bookkeeping and Insurance Billing Report; which is attached to the official Fire Board meeting packet.

Board Member Diana Kenson motioned to approve the **Consent Agenda, Items A and B**. Board Member Sharon McMahon seconds the motion.

Public Comment: None

Vote conducted. **MOTIONED CARRIED.**

- AYES: Forsythe, McMahon, Coslett-Muirhead, Kenson and Artrip
- NAYS: None
- ABSTAIN: None

VIII. **CURRENT EVENTS SUMMARIES, REPORTS, AND/OR CORRESPONDENCE**

(Current Event Summaries are regarding activities of the Fire District and the status and progress relating thereto.)

A. Fire Chief Report and Current Events Summary for February 2014

Chief Birch reviews the February 2014 Chiefs Report which is attached to the official Fire Board meeting packet.

Public Comment: *Public comment/input is welcomed after each agenda item of New and Unfinished Business. Individual comments are limited to three minutes per individual and must pertain to the specific agenda item.*

IX. **New Business**

A. Discussion & Possible Action re: Waiver for Attorney Whittington with regards to IGA with Greater Yavapai Purchasing Consortium. Sharon McMahon motions to approve the waiver for Attorney Whittington regarding IGA with Greater Yavapai Purchasing Consortium. D. Kenson seconds the motion.

Vote conducted. **MOTIONED CARRIED.**

- AYES: Forsythe, McMahon, Kenson, Artrip, Coslett-Muirhead
- NAYS: None
- ABSTAIN: None



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- B. Discussion re: Fiscal Year budget 2014/2015. Open discussion regarding budget for Fiscal Year 14/15. Chief Birch advised the Board that we received our Assessed Valuation numbers and the Fire District will be taking an additional eight (8) percent decrease, with a gross decline of 59% over the last four years. We were not anticipating such a high percentage; we were anticipating a 3% decrease since we are at a 5% decrease for this current Fiscal Year. Chief stated that the meeting he and Elaine attended today was with Tom Thurman and the County Assessor to find out why the assessed valuation increased from a 5 percent decrease this fiscal year to an 8 percent decrease next fiscal year. After much discussion it finally came down to the Centrally Assessed valuation, which is the utilities, etc. Apparently the pipeline was assessed incorrectly by the county - to high, for several years. The pipeline took it to court and won and the County had to re-adjust their assessment. The County Assessor will take another look to let us know what else is affecting this. This is approximately a \$44,000 decrease (hit) to our budget. As you can see from the 10 year spreadsheet, our assessed valuation is very close to what it was 10 years ago, obviously costs have gone up – health insurance, fuel, maintenance, etc. As you can see from the “projected 5 year” spreadsheet; if we do nothing right now and leave everything as it is including personnel, we will have a \$200,000 deficit in 3 years. Unfortunately we have reached a point that we will need to take pretty significant action to avoid having to merge with another District – which is now the law. We are looking at different avenues. Currently we are budgeted for eight fulltime firefighters. One of our Full-Time positions became available in November and we temporarily filled it with a part-time reserve, until we can figure things out. We are looking at reducing our Full-time Firefighters to 6 positions and filling the vacant positions with (paid) Part-time/Reserve personnel and true volunteers (eliminating food vouchers and pay-per-call, will be a savings of \$49,000.00). Since we already are using a paid reserve to fill the vacant position, we will need to re-classify one of our full-time firefighters to a part-time reserve. *J. Coslet* questioned if taking away the food vouchers and pay-per-call from our volunteers will hurt us. *Chief Birch* advised that we are one of the few Districts in the valley that will bring someone on with little or no experience and we are their entry into the fire service. None of this is something that we want to do, but we need to do something and it needs to be significant. One of the reasons that we are looking at going to the paid reserves is that we are losing people to departments who have a paid reserve program. We are hoping this program will help with turn-over. The law requires that a merger be considered if you can't meet your expenses. If we do nothing now we will need to look at a merger in three years. Also, we need to look at using the bond. We are researching several avenues to increase our revenue. We are looking into community Para-medicine; which is a where paramedics or EMTs will do follow-up on people who have recently been released from the hospital, and we are paid either by the hospital or the insurance companies. Another program we are looking into is a Kiosk that will be at the station and will have a live feed to a real doctor who will be able to do a patient assessment, prescribe meds etc. and we will receive a portion of the proceeds for housing the Kiosk – The insurance companies believe this will be a money savings, by not transporting a patient and cut on hospital or Emergency room charges for those who really do not need it. *J. Coslet* questioned if we are still hoping to get out on Wildland with the truck we just brought in from State Forestry. *Chief Birch* stated that yes, but it is unknown income. We are not ready to give you a proposal; we are still researching. Discussion only, no action taken.

Public Comment: None



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- C. Discussion & Possible Action re: Acceptance of Chair Marilyn Forsythe's resignation, effective March 1st, 2014. Marilyn Forsythe stated this was one of the hardest decisions she has made in a long time, but she is looking forward to going back home and to be with family. Chief Birch presented Marilyn with a plaque for over nine years of service to the fire department and community as a member of the Board of Directors. D. Kenson reluctantly motions to accept Marilyn Forsythe's resignation. J. Coslet seconds the motion. Vote conducted. **MOTIONED CARRIED.**

AYES: Forsythe, Kenson, Artrip, Coslett-Muirhead
 NAYS: McMahon
 ABSTAIN: None

- D. Discussion & Possible Action re: Process for filling vacant position. J. Coslet motions to post the open position on web-site and our normal posting sites (post office, Harmel Plaza, Rons Market, Fire Department); and interview the interested person/s at our next scheduled regular board meeting. Sharon McMahon seconds the motion.

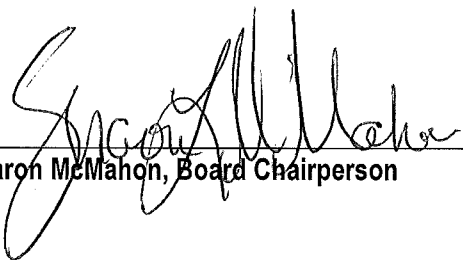
AYES: Forsythe, McMahon, Kenson, Artrip, Coslett-Muirhead
 NAYS: None
 ABSTAIN: None

- E. **Board Member Jack Artrip motioned to adjourn the meeting; Board Member Diana Kenson seconded the motion. Motion Carried unanimously.** The meeting adjourned at 7:10 P.M.

NEXT SCHEDULED BOARD MEETING

March 27th, 2014

Regular Board Meeting


 Sharon McMahon, Board Chairperson

5/29/2014
 Date

The complete packets of information from the Board meetings or portions thereof are available from the Administrative Office upon completion of a Public Records Request.

The Fire District Administrative Office is accessible to the handicapped. In compliance with the Americans with Disabilities Act (ADA), those with special needs, such as large-type face print or other reasonable accommodations may request these through the Fire District of Black Canyon City Administrative Offices (623-374-5512) at least twenty-four hours before the meeting.

"Black Canyon Fire Department is an Equal opportunity employer and provider."