

**Minutes**  
**Regular Session**  
**FIRE BOARD MEETING**  
**Thursday MARCH 26th, 2015**

**I. CALL TO ORDER**

Board Chair J. Coslett-Muirhead called the Fire Board Meeting to order on Thursday, March 26, 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 Chairman, Jeri Coslett-Muirhead, Board Clerk Diana Kenson, Board Member Dan Brett, Board Member William (Bill) Davis, Board Member Jim Spear  
Members Absent: none

*Board Chair affirms quorum is present.*

Administrative Staff Present: Chief Birch and Elaine Caldwell.

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

Led by Sherry Birch

**IV. CALL TO THE PUBLIC**

There was no response to the Call to the Public

**V. MINUTES**

A. Discussion & Possible Action - Regular Board Meeting – February 26th, 2015

**Board Member W. Davis motions to approve the minutes of the February 26th, Regular Board meeting, D. Kenson seconds the motion.**

Vote conducted to Approve. **MOTIONED CARRIED.**

AYES:	Coslett-Muirhead, Kenson, Brett, and Davis
NAYS:	None
ABSTAIN:	Speer

**VI. CONSENT AGENDA**

A. Approval of the February 2015 Monthly Financial Report:

The Board reviewed the February 2015 Monthly Financial Report.

B. Approval of the February 2015 Ambulance Bookkeeping and Insurance Billing Report

The Board reviewed the February 2015 Ambulance Bookkeeping and Insurance Billing report.

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**D. Kenson motions to approve Consent Agenda A. & B; D. Brett seconds the motion.**

*Public Comment: None*

Vote conducted. **MOTIONED CARRIED.**

AYES: Coslett-Muirhead, Kenson, Brett, Spear and Davis  
NAYS: None  
ABSTAIN: None

**VII. 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 March 2015**

Chief discussed Current Events as outlined in Chief's report within Board Packet. Added comments include:

- **Anniversaries: Elaine Caldwell 20 Years! / John Burkhart 14 years! / Jason Tilson 12 years!**  
**The Board gave hardy congratulations to all for their service~**
- D. Kenson thanked Chief Birch for including the AFDA Summary pages as it provides a good overview of what is happening at a higher level.
- **AZ Fire Service Bill Tracking Report** has been included in Packet again - Chief again highly suggests reviewing as there are many Bills that are not showing positive for the Department.

*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.*

*Public Comment: None*

**New Business:**

**A. Discussion & Possible Action re: Contracting with another agency for dispatching services.**

**D. Brett motions to discuss Agenda Item A. / D. Kenson seconds the motion.**

Chief reminded the Board that we received notification from Sedona Fire Dept. that they would be shutting down there dispatch center July 2015. Chief advised that Sedona did state that they would dispatch a few additional months longer if it takes us extra time to set up with our new dispatch center (whoever that may be). We are currently paying \$52.00 per call, if Sedona would have continued they were going to increase our share of the costs by 7000.00 annually or 56.70 per call. Some potential options are: City of Cottonwood, Rural Metro, and City of Phoenix. City of Cottonwood has built a new dispatch center and is offering 60.00 per call with nothing else, we would have to provide our own radio tech service support which Sedona Fire has offered at 8500.00 annually; the total additional annual cost for Cottonwood would be approx. \$19,600.00 more than our current costs. Rural Metro gave a verbal quote of 20 to 25 dollars per call, but they have not given anything in writing. Chief Birch stated that he did talk with some Fire Departments that are using Rural Metro; he stated that the responses he received was that Rural Metro was Okay they get the units there; he did not receive any Great

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comments, nothing warm and fuzzy. Chief Birch did talk with Phoenix Dispatch and received a preliminary quote. 23.12 Per dispatch plus an additional 5.40 per call for CAD maintenance, with an additional \$160.00 per month to Verizon for data connections for the MCT's (Toughbook laptop computers). Adding up the dispatch per call costs and the Verizon costs it appears as if it will be an approximate 18,000.00 annual savings. We still need to discuss startup costs, long-term costs and purchasing 4 Toughbooks, one for each of our first out units. Chief stated that if we move in the direction of Phoenix Fire dispatch he believes that it will solve a lot of communication issues/problems that occurs when our district and Daisy Mountain District are working together and will allow mutual aid calls between both departments to run more efficient. Chief Birch is looking for Board approval to move forward with the discussions with Phoenix Fire Dispatch.

**D. Kenson motions to direct Chief Birch to move forward with looking into City of Phoenix Dispatch Services for our Dispatch Service. D. Brett seconds.**

Vote conducted. **MOTIONED CARRIED.**

AYES: Coslett-Muirhead, Kenson, Brett, Davis, and Spear  
NAYS: None  
ABSTAIN: None

**New Business (continued):**

**B. Discussion & Possible Action re: Discuss and/or Vote on approving "Resolution 2015-03-26"; updating resolution "89-B" which sets Workman's Compensation Wages for Volunteer Firefighters pursuant to A.R.S 23-901-6.d**

**W. Davis motions to discuss / J. Spear seconds.** Clarification was made that this resolution must be adopted YEARLY. This resolution sets a minimum if a volunteer is injured on the job and cannot work and is set the same amount based on entry level firefighter pay base rate of \$2367/mo.

**W. Davis amends motion to approve resolution / J. Spear seconds.**

Vote conducted. **MOTIONED CARRIED.**

AYES: Coslett-Muirhead, Kenson, Brett, Davis, and Spear  
NAYS: None  
ABSTAIN: None

*Public Comment: None*

**Unfinished Business**

**A. Discussion re: Preliminary Fiscal Year 2015/2016 Budget.**

**D. Kenson motions to discuss Agenda A. / J. Spear seconds the motion.**

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Vote conducted. **MOTIONED CARRIED.**

AYES: Coslett-Muirhead, Kenson, Brett, Davis, and Spear  
NAYS: None  
ABSTAIN: None

Chief Birch offered a preliminary budget from February workshop reviewing same handouts as outlined in the overhead presentation last month identifying the volatility of the Five Year Forecast, including the closure of Sedona Dispatch in the next couple of months. Chief did not want to change any numbers yet due to the discussions being held with Daisy Mountain for a possible merger/JPA/JMA and the changes with Dispatch.

Chief Mark Nichols shared where they are looking at similarities and differences between the JPA proposals. He also shared the possibility of addressing a Community "Para-Medicine" program like there is in Mesa where the Fire Dept. becomes a partner with the Hospital as a health care provider in Home health care. Options are being looked at with a possible pilot program in the near future.

There should be more changes to the budget data next month. Chief will be looking at options moving forward. He continues to look to the Board for direction.

**ADJOURNMENT:** The meeting adjourned at 7:02 P.M. (W. Davis / D. Brett)

NEXT SCHEDULED BOARD MEETING  
**Thursday April 30th, 2015**  
Regular Board Meeting

  
Authorized Signature

  
Date

The complete packet of information from the Board meetings or portions thereof is 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 point 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."*