



# Copper Canyon Fire & Medical Authority

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## MINUTES OF THE REGULAR BOARD MEETING OF THE COPPER CANYON FIRE & MEDICAL AUTHORITY August 17, 2017

Pursuant to notice, a regular meeting of the CCFMA (Copper Canyon Fire & Medical Authority) was called to order at 10:44 am on Thursday, August 17, 2017.

**Present:** George Kleindienst – Chairperson; Carol Keeton – Clerk; Linda Welsch – Board Member; David Curtis – Board Member; Jerry Taylor – Board Member

**Staff:** Terry Keller – Fire Chief; Robyn Cook – Administrative Manager; Kerrie Tarver – Administrative Support Specialist; Steve Sarkesian – Battalion Chief

**Salute to the flag of the United States of America and Moment of Silence to Honor all American Men and Women in service to our Country, Firefighters, and Police Officers:** led by Chairperson Kleindienst

**Call to the Public:** none

### 5. **Approval of Minutes**

- A. **Regular Meeting on July 20, 2017** Clerk Keeton made a motion to approve the minutes of the Regular Meeting on July 20, 2017. Board Member Taylor seconded. Motion passed unanimously.

### 6. **Reports:**

- A. **Fire Chief's Report** The report was previously presented at the CVFD Board Meeting where all members were present.
    - a. **Operations Report** Chief Sarkesian presented the operations report to the board.
  - B. **Administrative/Financial Report**
    - a. **CON** The CON is finalized all five ambulances have been inspected. Ambulance billing is in transition due to processes for insurances so some payments will continue to come in via CVFD or MRFD for a few months.
    - b. **Vehicle Transfer** The lawyers is assisting with the ADOT issues.
    - c. **Property Transfer** Title search will be done after the financial packet is received in order to transfer the property to CCFMA from MRFD.
7. **Discussion, possible action or staff direction on approving the July 2017 Financial Reports.** Board Member Taylor made a motion to approve the July 2017 Financial Reports. Clerk Keeton seconded, motion passed unanimously.
8. **Discussion, possible action or staff direction on the proposal from Merit Technology Partners for the tower on Stardust and subscription for IT Services:** The board stated they are not interested in the agreement based on IT services and contract status.

9. **Discussion, possible action or staff direction on approving the agreement with Crew Sense for scheduling software:** Clerk Keeton made a motion to approve the agreement with Crew Sense for scheduling software. Board Member Welsch seconded. Motion passed unanimously.
10. **Discussion, possible action or staff direction on adopting Resolution 2017 – 004 retaining Bill Whittington as the Authority’s attorney** Chairperson Kleindienst made a motion to adopt the resolution and change the resolution to 2017 – 002 retaining Bill Whittington as the Authority’s attorney. Board Member Taylor seconded; Motion passed unanimously.
11. **Discussion and possible staff direction re: exploration of future fire station property/location and/or administrative property/location.** Chief Keller updated the board on ideas for possible locations. The board requested to keep the item on the agenda and set a timeline as a decision needs to be made.

**\*\*\* Board Members David Curtis and Carol Keeton left the meeting at 11:48**

12. **Discussion and possible staff direction on approval of disposing of surplus equipment that is not of value to the operational needs to the Authority.** Chairperson Kleindienst made a motion to approve of disposing of surplus equipment that is not of value to the operational needs to the Authority with the exception of the fire truck. Board Member Welsch seconded, motion passed unanimously.
13. **Future Agenda Items:** none
14. **Adjournment.** Chairperson Kleindienst made a motion to adjourn the Regular Meeting at 11:58 am. Board Member Taylor seconded. Motion passed unanimously.

Clerk