



# Copper Canyon Fire & Medical Authority

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## MINUTES OF THE REGULAR BOARD MEETING OF THE COPPER CANYON FIRE & MEDICAL AUTHORITY December 21, 2017

Pursuant to notice, a regular meeting of the CCFMA (Copper Canyon Fire & Medical Authority) was called to order at 10:32 am on Thursday, December 21, 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

**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. **Possible vote to go into Executive Session:**

- A. **A.R.S. §38-431.03(A)(7): Purchase or trade of real estate**
- B. **A.R.S. §38-431.03(A)(1): Chief Keller’s yearly performance review**

Tabled

6. **Discussion, possible action or staff direction from the Executive Session:**

- A. **A.R.S. §38-431.03(A)(7): Purchase or trade of real estate**
- B. **A.R.S. §38-431.03(A)(1): Chief Keller’s yearly performance review**

Tabled

7. **Approval of Minutes**

- A. **Regular Meeting on November 16, 2017** Clerk Keeton made a motion to approve the minutes of the Regular Meeting on November 16, 2017. Chairperson Kleindienst seconded, motion passed unanimously.
- B. **Executive Session on November 16, 2017** Tabled

8. **Reports:**

- A. **Administrative/Financial Report:** Ms. Cook informed the board that the line of credit is paid back. Board Member Welsch questioned the discrepancy with the Warrant account and was informed it is due to fraudulent check activity, which is under investigation.

9. **Discussion, possible action or staff direction on approving the November 2017 Financial Reports.** Board Member Taylor made a motion to approve the November 2017 Financial Reports. Clerk Keeton seconded, motion passed unanimously.
10. **Discussion, possible action or staff direction on the action plan for future suppression staffing:** Ms. Cook and Chief Keller reviewed the projected action plan with the board. The following issues were discussed:  
Full Time Line Staff out for extended period of time  
Verde Valley Fire District having to subsidize coverage of the district  
Inability to retain adequate amount of Reserves  
Chief Keller proposed to the board to hire two full time firefighters now instead of waiting as previously planned. The intention is to run a fourth ambulance within the district, the extra ambulance revenue would subsidize the costs incurred and this would resolve the coverage issues discussed.
- Board Member Curtis stated that there needs to be more time and information in order to make a decision of this magnitude. The agenda item morphed from the original intent.
- Chairperson Kleindienst made a motion to allow Chief Keller to hire one full time firefighter. Board Member Taylor seconded, motion passed unanimously.
11. **Discussion, possible action or staff direction on approving the contract with Action Ambulance Billing for ambulance billing and collection services.** Board member Taylor made a motion to approve the contract with Action Ambulance Billing for ambulance billing and collection services. Clerk Keeton seconded, motion passed unanimously.
12. **Discussion, possible action or staff direction on allowing the Beaver Creek Trails Coalition to use the meeting room at Station 82 for its monthly meetings.** Chairperson Kleindienst made a motion to approve Beaver Creek Trails Coalition to use the meeting room at Station 82 for its monthly meetings. Board Member Curtis seconded, motion passed unanimously.
13. **Discussion and possible action to add and remove check signers to the National Bank Accounts, all other signers will remain the same:**  
**A. NBA Payroll Account – add Linda Welsch and Jerry Taylor**  
**B. NBA EMS Account – add Linda Welsch and Jerry Taylor**  
**C. NBA Multi-Purpose Account – add Linda Welsch Jerry Taylor and remove Robert Satran**  
Board member Taylor made a motion to update the bank accounts in items A, B, & C. Chairperson Kleindienst seconded, motion passed unanimously.
14. **Discussion, possible action or staff direction on revisiting the possible site lease for tower and building use on the Stardust property in Rimrock.** The contract would be separate from the IT services provided by the vendor. The board does not feel it is CCFMA's responsibility to provide internet service for the community but would like more information.
9. **Future Agenda Items:** Chairperson Kleindienst would like the election cycle of officers, to continue the staffing discussion and approving the Executive Session minutes.
10. **Adjournment.** Chairperson Kleindienst made a motion to adjourn the Regular Meeting at 11:46 am. Board Member Taylor seconded. Motion passed unanimously.