



Copper Canyon Fire & Medical Authority

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MINUTES OF THE REGULAR BOARD MEETING OF THE COPPER CANYON FIRE & MEDICAL AUTHORITY November 17, 2016

Pursuant to notice, a regular meeting of the CCFMA (Copper Canyon Fire & Medical Authority) was called to order at 10:37am on Thursday, November 17, 2016.

Present: George Kleindienst – Chairperson; Carol Keeton – Clerk; David Curtis– Board Member; Robert Satran – Board Member; Ken Krebs – Board Member

Staff: Terry Keller – Fire Chief; Robyn Cook – Administrative Manager; Kerrie Tarver – Administrative Support Specialist; Eric Strauss – Battalion Chief, Kristi Gagnon – Fire Marshal.

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 October 20, 2016** Board Clerk Keeton made a motion to approve the Minutes from the Regular Meeting on October 20, 2016. Board Member Satran seconded. Motion passed unanimously.

6A) Fire Chief's Report:

Chief Keller presented the board with the Chief's report:

- **The Yavapai County Forest Fees Grant-** we will be returning the \$12,500 due to our inability to perform due to staffing constraints prior to the deadline.
- **PSPRS -** The unknown and potential negative impact of the Hall Case Decision by the AZ Supreme court.
- **Wildland Activity -** We have received several requests for a Type 6 Engine deployment as well as for "line" medics, but have not been able to line up a crew due to staffing strains (Reserve FF academy, medic refresher, scheduled vacations, etc.)
- **Administration Office Conditions -** Current challenges with the plumbing/roof at station 83/Admin and the need to find a solution (soon).
- **Grant -** Working on Yavapai County Community Development Block Grant for "seed money" for new station build.

a) Operations Report

Calls are below average for October. The Captain's testing was completed and the reserve academy started October 15th and is to be completed this month. Station 82 activities include flu shot clinic, purchase of washing machine, and building repairs and golf course cleanup day used for training. Station swapping continues for crews.

6B) Financial Report: Payroll is out of budget and is normal this time of year due to vacations. Grant money was spent on SCBAs and Turnouts, the money for the turnouts are to be reimbursed.

7) Discussion, possible action or staff direction on approving the October 2016 Financial Reports.: Clerk Keeton made a motion to approve the October 2016 Financial Report Board Member Curtis seconded. Motion passed unanimously.

8) Discussion, possible action or staff direction on E-811 and retrofitting the cab with air ride. Still researching possible solutions, front springs could be a solution at a fraction of the cost.

9) Discussion and possible action on the administrative office at Station 82. The office will be closed due to the holiday schedule. A long-term solution is necessary, as it is inefficient to keep the office open.

10) Discussion, possible action or staff direction on approving the cost for the new water system at Station 82.. The board previously approved the cost of the new water system at station 82, item is on the agenda to ensure it is still on track.

11) Discussion, possible action or staff direction on looking at liquidating properties and/or refinance options to title property under CCFMA. Under the JPA all assets are to transfer to CCFMA including all real property. MRFD has property on Commercial Way, which cannot be transferred due to a lease purchase. Need to explore refinancing the lease purchase to pull the property out for possible liquidation.

In order to get government plates for vehicles a .gov email address is required. In the process of obtaining an email address.

12) Discussion, possible action or staff direction on shared services. Daisy Mountain is currently helping Black Canyon with administration services. Black Canyon is in need of operations coverage, we were approached for interest.

Community Risk Reduction: the board made the decision not to move forward with the proposed community risk reduction shared services.

13) Update on the CON process. There is no update, the application has not been posted to the website yet.

14) Future Agenda Items. Chief Keller would like to schedule a preliminary joint budget workshop meeting

16) Adjournment:

Clerk Keeton made a motion to adjourn the regular meeting at 12:02pm. Board Member Krebbs seconded. Motion passed unanimously.

Carol Keeton – Clerk