



Copper Canyon Fire & Medical Authority

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MINUTES OF THE REGULAR BOARD MEETING OF THE COPPER CANYON FIRE & MEDICAL AUTHORITY May 24, 2018

Pursuant to notice, a regular meeting of the CCFMA (Copper Canyon Fire & Medical Authority) was called to order at 10:00 am on Thursday, May 24, 2018.

Present: George Kleindienst – Chairperson; Carol Keeton – Clerk; Linda Welsch – Board Member; David Curtis– Board Member; Keith Arment – Board Member

Staff: Terry Keller – Fire Chief; Robyn Cook – Administrative Manager; Cindilee Davis – Administrative Account Specialist; Dale Duns – 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: Brad what is the savings to taxpayers since the JPA was implemented. The Town of Camp Verde is considering moving Town Hall off of Main Street to create a better commercial traffic flow and would like the Authority to consider the same for Station #81.

5) **Possible vote to go into Executive Session:** declined

A. **A.R.S. §38-431.03(A)(7): Purchase or trade of real estate**

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** Chief Keller informed the Board that Yavapai Apache Nation and the Realtor have been communicating but there are no offers yet he expects one any day. The Tribal Council is meeting today and he expects an update.

7) **Approval of Minutes**

A. **Executive Session on March 14, 2018:** Clerk Keeton made a motion to approve the Minutes from the Regular Meeting on March 14, 2018. Board Member Curtis seconded. Motion passed unanimously.

B. **Regular Meeting on April 19, 2018:** Clerk Keeton made a motion to approve the Minutes from the Regular Meeting on April 19, 2018. Board Member Curtis seconded. Motion passed unanimously.

8) **Reports:**

A. **Chiefs Report:** Chief Keller presented the Fire Chief Report.

B. **Operations Report:** Battalion Chief Duns presented the Operations Report.

9) **Reports:**

A. **Administrative/Financial Report:** Ms. Cook presented the financial report to the Board. She stated that there was a propane leak at Station #82 which resulted in the overage in the propane account, it has been fixed.

- 10) **Discussion, possible action or staff direction on approving the April 2018 Financial Reports.** Board Member Welsch made a motion to approve the April 2018 financial reports. Clerk Keeton seconded. Motion passed unanimously.
- 11) **Discussion, possible action or staff direction on the Memorandum of Understanding with the Copper Canyon Fire & Medical Authority Chapter of IAFF Local 3690:** The Memorandum of Understanding has an annual renewal. Board Member Welsch made a motion to approve the Memorandum of Understanding with the Copper Canyon Fire & Medical Authority Chapter of IAFF Local 3690 for the 2018/2019 fiscal year. Chairperson Kleindienst seconded. Motion passed unanimously.
- 12) **Discussion, possible action or staff direction on approving the contract with DaRTS for a site lease for at the Stardust property in Rimrock:** tabled
- 13) **Discussion, possible action or staff direction on updating Human Resource Policy 100.02 – Recruitment and Selection:** Ms. Cook informed the Board that after checking with Human Resource Strategies the points for entry level education have been removed. The 10% point reference for veterans is the standard.

Board Member Curtis made a motion to update 100.02 –Recruitment and Selection as stated with the spelling corrections. Board Member Welsch seconded. Motion passed unanimously.

- 14) **Discussion, possible action or staff direction on approving the IGA with Phoenix Fire for annual fit for duty physicals. Update:** Ms. Cook stated that the IGA was sent to Nic Cornelius for review and the does not pertain to Fire Authorities as it is for City to City. Phoenix Fire has a department specifically for IGA's and Nic is working with Cheryl to rewrite the IGA.
- 15) **Discussion, possible action or staff direction on reviewing the property and casualty insurance and selecting a company for coverage:** Ms. Cook explained the differences in the quotes received the four insurance vendors.

Chairperson Kleindienst made a motion to approve the quote from ESIP in the amount of \$4,423,615. Clerk Keeton seconded. Motion passed unanimously.

- 16) **Budget Discussion – Revenue and Expenses:** Ms. Cook informed the Board that the final FDAT numbers are 520,154 with the proposed 2018-2019 Budget amount of 7,547,645. The Main Street property lease will be paid off.
- 17) **Discussion and possible action to set the Public Hearing for June 21, 2018 at 9:30 for the adoption of the 2018-2019 fiscal year budget:** Chairperson Kleindienst made a motion to set the Public Hearing for June 21, 2018 at 10:00 am for the adoption of the 2018-2019 fiscal year budget. Board Member Curtis seconded. Motion passed unanimously.

- 18) **Future Agenda Items:** Budget, DaRTS site lease, Suppression Crew requirements online with the national consensus.

- 19) **Adjournment:** Chairperson Kleindienst motioned to adjourn the meeting at 11:25 am.

Clerk

