

ORACLE FIRE DISTRICT BOARD MEETING MINUTES

JANUARY 8, 2020 / APPROVED JANUARY 28, 2020

Meeting was officially called to order at 6:03 pm, Wednesday, January 8, 2020 at 1475 W. American Ave., Oracle, AZ.

CALL TO ORDER:

Staff Present: Chief Jennings, Admin. Manager Acosta, Admin. Assistant Lilliana Gallego

1. PLEDGE OF ALLEGIANCE

2. ROLL CALL

Board members present were Chairman Walker, OFDBM Arias, OFDBM Hill, OFDBM Brown, and OFBM Bristow.

3. CALL TO PUBLIC No public.

4. ACCEPTANCE OF THE PREVIOUS MINUTES

OFDBM Hill made a motion to accept the minutes from the regular meeting on December 10, 2019, with the exception of the wording added to item #9. Stating that OFDBM Bristow would like a flow chart made by Chief Jennings, showing the board how the annexation is progressing and what actions have been taken in meeting the necessary signatures. This was seconded by OFDBM Brown. All were in favor. Motion was passed.

5. DISCUSSION AND POSSIBLE ACTION REGARDING ELECTION OF OFFICERS

OFDBM Brown made a motion to nominate OFDBM Arias for the position of Clerk, per the Board by-laws, which "...encourages all Board members to participate in Officer positions". This was seconded by OFDBM Hill. All were in favor. Motion was passed.

6. DISCUSSION AND POSSIBLE ACTION REGARDING THE MONTHLY FINANCIAL DOCUMENTS, INCLUDING BANK RECONCILIATION AND CASH FLOW PROJECTIONS.

Board Communication Memorandums were provided to each Board member prior to the meeting. These have the beginning and end balances, income and expenses, for each bank account and the OFD credit card, for December 2019. The Admin. Manager began the presentation with the December 2019 actual income and expenses, compared to the total year budget. She then displayed the bank statements and reconciliation reports for each OFD account (General Fund, Volunteer Pension, and Jr. Explorer accounts held at the Pinal County Treasurer's Office, the Chase Bank (payroll account), and the National Bank Visa card.

OFDBM Bristow made a motion to accept the bank statements, reconciliation documents, and balance sheets from December 2019. OFDBM Hill seconded the motion. All were in favor. Motion was passed.

7. DISCUSSION AND POSSIBLE ACTION REGARDING ANNEXATION

To be discussed in Chief's report

7.5 CHIEF'S REPORT

- Fire Dist.:
 - 5-Year pin for Engineer Manspeaker
 - Annexation update
 - Full time / Reserve hiring
 - Donation of surplus PPE to Regional Fire for the Philippines
 - Addition of gas monitor
- Injuries/ Accidents:
 - None:
- Repairs:
 - Engine 692 – oil/ antifreeze leak
 - Tender 691 – air leak
 - Generator alternator / choke
- Cert/Firewise:
 - Continue to meet
- Grant Report: Tina will report.
- Brush Dump: Daily use. Will try and burn soon.
- Call Load Report: See Oracle Fire website for information.

8. DISCUSSION AND POSSIBLE ACTION REGARDING UPDATED HR POLICIES

No changes or additions were made to HR policies.

9. ITEMS FOR NEXT MONTH'S REGULAR MEETING AGENDA.

- Items 7 and 8

10. ADJOURNMENT

OFDBM Hill made a motion to adjourn. This was seconded by Clerk Arias. All were in favor. Motion was passed. Meeting adjourned at 6:55 pm.

Next REGULAR BOARD Meeting – Wednesday, February 12, 2020 at 6pm.

Minutes respectfully submitted, Lilliana Gallego – Administrative Assistant
Reviewed by OFD Chairman Brown or Clerk Arias