

# ORACLE FIRE DISTRICT BOARD MEETING MINUTES

February 21, 2024 / Approved March 20, 2024

Meeting was officially called to order by Chairman Arias, at 6:02 pm, February 21st, 2024, at 1475 W. American Ave., Oracle, AZ.

**CALL TO ORDER:** Staff Present at OFD, Chief McGinnis, Admin. Manager Acosta, Admin. Assistant Cheney. Absent Chief Jennings

**1. PLEDGE OF ALLEGIANCE:**

**2. ROLL CALL** Board members present: Chairman Arias, OFDBM McNulty, OFDBM Walker. Absent: Clerk Guyton, OFDBM Hill

**3. CALL TO THE PUBLIC** None present.

**4. ACCEPTANCE OF THE PREVIOUS MINUTES.** Chairman Arias called for a motion to accept the minutes from regular board meeting on January 17th 2024. OFDBM Walker made the motion to accept the minutes. OFDBM McNulty seconded the motion. All were in favor. Motion carried. Chairman Arias signed all documents.

**5. DISCUSSION AND POSSIBLE ACTION REGARDING BUDGET MATTERS, MONTHLY FINANCIAL DOCUMENTS INCLUDING BANK RECONCILIATION AND CASH FLOW PROJECTIONS.**

Board Communication Memorandums were provided to each Board member prior to the meeting. These had the beginning and ending balances, income, and expenses, for each bank account and the OFD credit card, for January 2024, compared to the total year budget and income. Acosta then presented the January 2024 bank statements and reconciliation reports for each OFD account (General Fund, Volunteer Pension accounts held at the Pinal County Treasurer's Office, the Chase Bank (payroll account), and the National Bank Visa card. Chairman Arias requested a motion to accept all the bank statements, reconciliation documents, the balance sheets, and the Memorandum documents as presented for January 2024. OFDBM McNulty made the motion. OFDBM Walker seconded the motion. All were in favor. Motion passed. Chairman Arias signed all the financial documents.

**6. DISCUSSION AND POSSIBLE ACTION REGARDING THE IGA BETWEEN THE PINAL COUNTY ELECTIONS DEPARTMENT AND ORACLE FIRE DISTRICT REGARDING BOARD MEMBER ELECTIONS IN NOVEMBER 2024.**

Three members are up for election: Arias, Walker and Guyton. Tina briefly went over the requirements and deadlines required for the election process. Chairman Arias asked for a motion to accept the IGA. OFDBM Walker made the motion. OFDBM McNulty seconded the motion. All were in favor. Motion passed.

**7. DISCUSSION AND POSSIBLE ACTION REGARDING THE ANNUAL EVALUATION FOR THE FIRE CHIEF.**

A copy of the evaluation form was distributed, however, this agenda item will remain until the Board has a meeting

with Chief Jennings and time to discuss and complete the evaluation.

#### **8. DISCUSSION AND POSSIBLE ACTION REGARDING SAMPLE MOTIONS**

**GUIDE.** Following a brief discussion, the board decided to direct staff to prepare a motions guide for the next few meetings to determine whether it is useful or not. Chairman Arias asked for a motion to utilize the guide for the next few meetings. OFDBM McNulty made the motion. OFDBM Walker seconded the motion. All were in favor. Motion passed.

#### **9. DISCUSSION AND POSSIBLE ACTION REGARDING DFFM GRANT.**

Chief McGinnis said the Grant application was submitted for a BF1 Type 3 Engine. The announcement of the grant awards should be made by March 1st and should be able to be brought to the board at the March meeting.

#### **10. DISCUSSION AND POSSIBLE ACTION REGARDING HR POLICIES.**

No policies presented.

#### **11. CHIEF'S REPORT**

##### **Fire Dist:**

- District update / Fires
- FF1 and 2 class updates
- DFFM Grant
- Town Hall

##### **Injuries/ Accidents:**

- None

##### **Repairs:**

- Brush 691 is back, Rescue 692 will not start.

##### **Cert/ Firewise:**

- Firewise Meeting will be on 02/13/24

##### **Grant Report:**

- Tina will report.

##### **Brush Dump:**

- Brush Dump open. Need to haul off additional material that someone left behind.

##### **Call Load Report:**

- See OFD website.

#### **12. ITEMS FOR NEXT MONTH'S AGENDA.**

#7, #9, #10, and budget

#### **13. ADJOURNMENT**

Chairman Arias called for a motion to adjourn. OFDBM McNulty made the motion. OFDBM Walker seconded the motion. All were in favor. Motion carried. Meeting, adjourned at 6:47 PM.

Next REGULAR Board Meeting – Wednesday, March 20th, 2024 at 6pm

Minutes respectfully submitted:

Cherie Cheney – Admin. Assistant / Reviewed by OFD Chairman Arias or Clerk Guyton