

ORACLE FIRE DISTRICT BOARD MEETING MINUTES

March 17, 2021 / Approved April 20, 2021

Meeting was officially called to order by Chairman Hill, at 6:05 pm, March 17, 2021 at 1475 W. American Ave., Oracle, AZ.

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

1. PLEDGE OF ALLEGIANCE

2. ROLL CALL Board members present: Chairman Hill, Clerk McNulty, OFDBMs Brown and Walker. Board members absent: OFDBM Arias.

3. CALL TO THE PUBLIC No public present.

4. ACCEPTANCE OF THE PREVIOUS MINUTES

Chairman Hill called for a motion to accept the minutes, for the regular and executive board meetings on February 17, 2021 and the special and executive board minutes from March 6, 2021. OFDBM Walker made the motion and Clerk McNulty seconded the motion. All were in favor, motion passed.

5. DISCUSSION AND POSSIBLE ACTION REGARDING THE BUDGET AND/OR 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 ending balances, income, and expenses, for each bank account and the OFD credit card, for February 2021, compared to the total year budget and income. Acosta then went over 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.

Chairman Hill called for a motion to accept the bank statements, reconciliation documents, and balance sheets from February 2021. OFDBM Brown made the motion and Clerk McNulty seconded the motion. All were in favor. Motion passed. Clerk McNulty signed all the financial documents.

6. DISCUSSION AND POSSIBLE ACTION REGARDING IMPLEMENTING CONSENT AGENDA. After a brief discussion, board members decided to not pursue the consent agenda, for now.

7. DISCUSSION AND POSSIBLE ACTION REGARDING IMPLEMENTING ROBERTS RULES OF ORDER.

Rather than implementing Robert's Rules of Order, OFDBM Walker made a motion that the order of discussion shall be regulated by the Chairman, to discourage interruptions. This motion was seconded by Clerk McNulty. All were in favor. Motion passed.

8. DISCUSSION AND POSSIBLE ACTION REGARDING EMPLOYEE

RETENTION / MATTERS.

OFDBM Walker made a motion to leave the Regular session and enter into Executive Session to discuss employee matters at 6:37pm. Clerk McNulty seconded the motion. All were in favor. Motion passed.

At 8:14pm, OFDBM Walker motioned to return to regular session, OFDBM Brown seconded the motion. All were in favor. Motion passed. Executive session ended and regular session resumed at 8:16pm.

9. DISCUSSION AND POSSIBLE ACTION REGARDING CHIEF EVALUATION FOR

2020. Chief's evaluation provided in Executive session, under Employee matters.

10. DISCUSSION AND POSSIBLE ACTION REGARDING HR POLICIES.

Copies of the proposed changes to the OFD HR manual were provided to board members. Following a brief discussion, OFDBM Brown motioned to accept the change to the OFD HR Policies as presented. Clerk McNulty seconded the motion. All in favor. Motion passed.

11. CHIEF'S REPORT

Fire Dist.:

- Pinning of new Fulltime FF Marasa and FF Huerta
- COVID-19 update/crew protection
- Tender update
- Medical update
- Extrication donation from Chandler FD via Three-Points FD
A thank you letter was sent to Three Points FD. Just waiting for contact for Chandler FD.

Injuries/ Accidents:

- None

Repairs:

- Engine 691 block heater is fixed
- Generator block heater is fixed
Battery on Chief 691
Backhoe tire

Cert/Firewise:

- Meeting on 3/9/21 -report. Next meeting April 9
- CERT SCBA fill station training

Grant Report:

- Tina will report

Brush Dump:

- Open / recently burned

Call Load Report:

See OFD website for information.

12. ITEMS FOR NEXT MONTH'S AGENDA

Line items #10.

13. ADJOURNMENT

OFDBM Walker motioned to adjourn. Clerk McNulty seconded the motion. All were in favor. Motion passed. Meeting adjourned at 8:35 pm.

Next REGULAR Board Meeting - Wednesday April 21st, 2021 at 6pm

Minutes respectfully submitted:

Cherie Cheney - OFD Administrative Assistant

Reviewed by OFD Chairman Hill or Clerk McNulty