

ORACLE FIRE DISTRICT BOARD MEETING MINUTES

Tuesday July 8, 2014 / Approved 8/05/2014

Meeting was officially called to order at 6:05pm, Tuesday July 8, 2014 at 1475 W. American Ave., Oracle, AZ.

CALL TO ORDER / ROLL CALL:

Members Present:, Clerk Brown, OFDBMs Doran and McMurry.

Members Absent: Chairman Navarro, OFDBM Bristow

Staff Present: Chief Southard , Admin. Chief Acosta, newly promoted Captain Albert Ortiz, and other staff members.

1. PLEDGE OF ALLEGIANCE.

2. ACCEPTANCE OF PREVIOUS MINUTES

The June 2014 minutes were inadvertently not included in the packets sent to the Board. Therefore, the acceptance of the June minutes will be done at the August 5th meeting, along with the July minutes.

3. CALL TO PUBLIC.

No public response.

4. CHIEF'S REPORT – See end of document

Engineer Albert Ortiz was recognized as newly promoted to Captain, after a testing and interview process. Engineer Paul Farrell was also promoted to Captain, but is currently on vacation and will be recognized at the August 5th meeting.

Chief Acosta explained that the End of Fiscal Year 2013/2014 reports will need to be redone in order to subtract the reimbursed wildland personnel expenses from the overall Employee expenses.

5. DISCUSSION AND POSSIBLE ACTION REGARDING THE ACCEPTANCE OF DONATIONS. FIRE CHIEF RECOMMENDS OFD STAFF BE ABLE TO ACCEPT DONATIONS THAT ARE IN THE BEST INTEREST OF THE FIRE DISTRICT AND WITH THE FIRE CHIEF'S APPROVAL.

Chief Southard explained that this was placed on the agenda because Southwest Gas is processing a donation request for a used vehicle, from their fleet, to OFD. We would gratefully accept this donation to replace our 17-year old utility truck, which is on its last legs.

Clerk Brown suggested we check with our attorney on this question, in order to properly track a fixed asset, such as a donated vehicle. Chief Acosta explained that she tracks all donations with a separate line item, however she has not had to track a fixed asset such as a vehicle. She will ask Jennifer Phillips, the CPA who

will perform the FY13/14 financial review for advice on how to properly track such a donation.

OFDBM Doran made a motion to allow the Fire Chief to accept donations that are in the best interest of the fire district, without prior Board approval. OFDBM McMurry seconded the motion. All were in favor. Motion passed.

For future donations, notice to the Board will be placed in the Chief's report.

6. ADJOURNMENT

OFDBM Doran made a motion for the meeting to adjourn. OFDBM McMurry seconded the motion. All were in favor. Motion passed.

Meeting adjourned 6:58 pm.

Next Board Meeting: Tuesday August 5, 2014 at 6pm.

Minutes respectfully submitted,

Tina Acosta - Administrative Chief

Reviewed by OFD Board Clerk Ellie Brown

CHIEF'S REPORT FOR JULY 2014:

Financial, Budget & Account Balances Report: Documents will be presented by Chief Acosta.

Staff Report: Captain testing was completed during the month of June and the new Captains will be announced at the July 8 meeting. Chief Southard will be on vacation during the last few days of July and then back to work during the third week of August. Chief Jennings will be in charge while Southard is gone.

Vehicle Report: All vehicles are currently in service.

Fire Station & Equip Report: The west truck bay roof has been repaired. Each firefighter shift participated in the project which included cleaning, roof repairs and seal coating.

The SCBA bottles are being hydro-tested by United Fire of Tucson. Bottles require testing at five and ten years. Bottles will be put permanently out of service at 15 years. This is our 10-year test. Replacement bottles will need to be ordered during year 2018. Chief Southard will try to find a grant to cover most of the cost of the new equipment. The fire station backup generator is being repaired and a pressure regulator part is on order.

Fire District: Chief Southard is working with Chief Karrer of Golder Ranch Fire District to try and clean up a fire district boundary issue at Copper Hills Estates located near Biosphere 2. A letter has been sent to the property developer to obtain the required signature for annexation into OFD.

OFD and San Manuel FD are looking at existing fire district boundaries and having discussions over long range planning needs for both districts.

The Arizona Fire District Association Conference was held on June 27 and 28. Three Fire Board members and three Chief Officers attended the all-day Saturday session.

Advertising for 2 Fire Board seats will take place during the month of July and again during the month of September. Chief Southard has candidate packets available in his office.

Operations Budget documents for fiscal year 2014/2015 have been sent by Certified Mail to Pinal County.

Events: A community meeting was held on June 19 to discuss the recent John Adams Fire and to talk about preparation for future fires. About 60 people attended the hour long meeting.

Current Fire Conditions: Fire conditions are currently at EXTREME and they are not expected to downgrade until after the monsoon begins. Coronado National Forest went into Stage Two Fire Restrictions during the first week of June. An evacuation planning meeting with PCSO and DPS was held on July 1.

Wildland Fire Report: Our Type 6 Brush Truck is still at the top of the rotation list for deployment. Our Type 3 Engine has been slowly moving up the deployment list.

Grant Report: DOC crews had been working on the WFHF Grant until June 9 when Coronado Forest Stage Two Fire Restrictions implemented a temporary shutdown. Work should resume during the month of July.

CERT/ Firewise Report: A CERT meeting that included a radio exercise was held on June 10. CERTs assisted OFD with the John Adams Fire on June 12. A combined Firewise/CERT meeting was held on June 16 and the first half of the meeting focused on having an After Action Review (AAR) of the John Adams Fire.

Training Report: Six OFD firefighters attended a Certified Emergency Vehicle Operator (CEVO) class held at San Manuel Fire Department. SMFD provided the CEVO training as a courtesy. A multi-agency disaster exercise is being planned for July 28 and it will involve SMFD and OFD along with both of the Sun-Life Medical Clinics. Planning meetings for the exercise were held at OFD on June 24 and 25.

Brush Dump Report: Weather conditions have not been favorable for burning brush and with the Pinal County Burn Ban still in effect, we'll continue to stockpile brush until during the Monsoon. The amount of brush has reached an all-time capacity and the next brush burn will be a major project.

Call Load Report: See website.