

**ORACLE FIRE DISTRICT BOARD MEETING MINUTES**  
**JULY 18, 2018 / Approved AUGUST 8, 2018**

Meeting was officially called to order at 5:40 pm, Wednesday July 18, 2018 at 1475 W. American Ave., Oracle, AZ.

**CALL TO ORDER / ROLL CALL:**

Members Present: Chairman Hill, Clerk McMurry, OFDBM Bristow, and OFDBM Ramsay / Members absent: OFDBM Brown / Staff Present: Chief Jennings, Admin. Chief Acosta, Admin. Asst. Lilliana Gallego

**1. PLEDGE OF ALLEGIANCE**

**2. CALL TO PUBLIC** No response.

**3. ACCEPTANCE OF THE PREVIOUS MINUTES**

OFDBM Bristow made a motion to accept the minutes from the June 12, 2018 regular session meeting and the special meeting on June 28, with the exception of replacing the wording on line item 4 to “discussed consensus.” This was seconded by Clerk McMurry. All were in favor. Motion was passed.

**4. DISCUSSION AND POSSIBLE ACTION REGARDING THE APPOINTMENT AND OATH OF OFFICE OF NEW BOARD MEMBER**

William Ramsay was appointed as the new board member and took the Oath of office, administered by Chairman Hill.

**5. DISCUSSION AND POSSIBLE ACTION REGARDING PINNING OF NICK BRENING AS FULLTIME FIREFIGHTER**

Nick Brening was pinned as a fulltime Firefighter and took the Oath of Office, administered by Chief Jennings.

**6. DISCUSSION AND POSSIBLE ACTION REGARDING PRESENTING THE DON HARTMAN AWARD** Firefighter Harley VanCoillie was presented with the Don Hartman Award by Chief Jennings.

**7. DISCUSSION AND POSSIBLE ACTION REGARDING AMENDING FIRE BOARD BY-LAWS** Line item was moved for next month’s meeting

**8. DISCUSSION AND POSSIBLE ACTION REGARDING RECORDS RETENTION SCHEDULE** Line item was moved for next month’s agenda.

**9. 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 June 2018. Chief

Acosta began the presentation with the June 2018 actual income and expenses, compared to the total year budget. She then proceeded to display the scanned 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 Chase credit card). OFDBM Bristow made a motion to accept the bank statements, reconciliation documents, and balance sheet, as presented, McMurry seconded the motion. All were in favor. Motion passed.

10. **CHIEF'S REPORT**

- **Cancer Awareness Moment:**  
Sent a link to all- Why Cancer is the number one killer of FF.
- **Fire Dist.:**  
Eng. 692 is in Cal.  
Fourth of July parade-  
AFDA report-
- **Injuries/ Accidents:** two accidents, no injuries.
- **Repairs:**  
Eng. 691(pump/shifter) Tender 691(tires)
- **Cert/Firewise:**  
Newsletter from Firewise will go out soon.
- **Grant Report:** Tina will report.
- **Explorers:**  
Fourth of July / Drill canceled, FF Savage is on assignment.
- **Brush Dump:**  
Continues to be used daily, hope to burn soon.
- **Call Load Report:** Please see OFD website for information.

11. **ITEMS FOR NEXT MONTH'S AGENDA.**

Line item # 3, #7, & #8  
Shirts for board members  
Paid sick leave policies  
Discussion on Simple Pension

12. **ADJOURNMENT**

OFDBM Ramsay moved to adjourn the meeting. This was seconded by OFDBM Bristow. All were in favor. Motion was passed. Meeting adjourned at 7:23pm.

**Next Board Meeting – Wednesday August 8, 2018**

Minutes respectfully submitted,  
Lilliana Gallego – Administrative Assistant  
Reviewed by OFD Board Clerk McMurry or Chairman Hill