

ORACLE FIRE DISTRICT BOARD MEETING MINUTES

JULY 21, 2021 / Approved AUGUST 11, 2021

Meeting was officially called to order by acting Chairman Brown, at 6:05 pm, July 21, 2021 at 1475 W. American Ave., Oracle, AZ.

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

1. PLEDGE OF ALLEGIANCE

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

3. CALL TO THE PUBLIC Oracle resident and FireWise Co-Chair, Mary Harris was present. Mrs. Harris invited any OFDBM to attend the Firewise meetings and thanked them for their service. She also spoke about the Firewise activities, which took place over the last couple of months.

4. ACCEPTANCE OF THE PREVIOUS MINUTES

Acting Chairman Brown called for a motion to accept the June 2021 board minutes. OFDBM Walker made the motion and Clerk McNulty seconded the motion. All were in favor, motion passed.

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 June 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. Clerk McNulty pointed out a \$0.01 discrepancy on the Financial Memorandum for June 2021, which stated that the Chase Payroll Expenses were \$75, 709.72, yet the Reconciliation from Quickbooks showed \$75,709.73. However, the June statement from Chase noted the expenses at \$75, 709.72. Acosta acknowledged this discrepancy. Acting Chairman Brown called for a motion to accept the bank statements, reconciliation documents, the balance sheets, and the Memorandum, noting this discrepancy, from June 2021. Clerk McNulty made the motion and OFDBM Walker seconded the motion. All were in favor. Motion passed. Clerk McNulty signed all the financial documents.

6. DISCUSSION AND POSSIBLE ACTION REGARDING ADOPTING THE RESOLUTIONS FOR PINAL COUNTY SPECIAL DISTRICT'S TREASURER TRANSACTIONS FOR FISCAL YEAR 2021/2022. Acosta explained the

Resolutions to the OFDBM members and passed out the paperwork to be signed by each OFDBM, who will be signers on all warrants from the General Fund and Pension accounts. Acting Chairman Brown called for a motion to adopt the Resolutions for fiscal year 2021/2022 for Pinal County Special District's Treasurer Transactions. Clerk McNulty made a motion to adopt and OFDBM Walker seconded the motion. All were in favor, motion passed. Each OFDBM signed the required paperwork.

7. DISCUSSION AND POSSIBLE ACTION REGARDING CHANGING THE DATE FOR THE AUGUST MEETING.

Chief Jennings will be out of town on the third Wednesday of August. After discussion, August 11 was chosen for the next meeting date.

8. DISCUSSION AND POSSIBLE ACTION REGARDING HR POLICIES.

Chief Jennings introduced the draft OFD HR Stand-by/On Call policy for full-time employees. Acting Chairman Brown called for a motion to adopt the OFD HR Stand-by/On Call policy. Clerk McNulty made the motion to adopt and OFDBM Walker seconded the motion. All were in favor, motion passed.

9. DISCUSSION AND POSSIBLE ACTION REGARDING CHIEF'S REPORT.

Fire Dist.:

- Recognition of Nick Brening – Full time update
- COVID-19 update/ crew protection
- Medical update
- Reader Board update
- SCBA donations to Regional Fire
- Drone guy update
- AFDA classes
- Threat vulnerability assessment class
- Two deaths in fire service update

Injuries/ Accidents:

- None

Repairs:

- E692 back in service/ foam pump
- Support-691 new tires
- Generator

Cert/Firewise:

- Firewise continuing to fine tune new changes for Brush Dump.
Many meetings. Thanks to all.
- CERT van needs electric. Work on trailer light hook up. (Now fixed.)
- Last meeting: 7/31/21

Grant Report:

- Tina will report

Brush Dump:

- Opened as of 6/16/21

Call Load Report:

See OFD website for information.

10. ITEMS FOR NEXT MONTH'S MEETING.

11. ADJOURNMENT

Acting Chairman Brown called for a motion to adjourn. OFDBM Walker made a motion, Clerk McNulty seconded the motion. All were in favor. Motion passed. Meeting adjourned at 7:45 pm.

**Next REGULAR Board Meeting and Public Budget Hearing –
Wednesday, August 11, 2021 at 6pm**

Minutes respectfully submitted:

Cherie Cheney – OFD Administrative Assistant

Reviewed by OFD Chairman Hill or Clerk McNulty