

ORACLE FIRE DISTRICT BOARD MEETING MINUTES

August 19, 2020 / Approved Amended September 16, 2020

Meeting was officially called to order by Chairman Walker at 6:00 pm, Wednesday, August 19, 2020 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

Roll call was conducted by Chairman Walker. Board members present: Chairman Walker, OFDBM Brown. Clerk Arias. Board members absent: OFDBM Hill and OFDBM Bristow.

3. CALL TO THE PUBLIC No public present.

4. ACCEPTANCE OF THE PREVIOUS MINUTES

Clerk Arias made a motion to accept the amended minutes from the special budget meeting on April 22nd ,2020. OFDBM Brown seconded the motion. All were in favor, motion passed. OFDBM Brown made a motion to accept minutes from the regular board meeting on July 8th, 2020. Clerk Arias seconded the motion. All were in favor, motion passed.

5. 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 ending balances, income, and expenses, for each bank account and the OFD credit card, for July 2020. The Admin. Manager began the presentation with the July 2020 actual income and expenses, compared to the total year budget, including the Wildland expenses and income. She 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 Arias made a motion to accept the bank statements, reconciliation documents, and balance sheets from July 2020. OFDBM Brown seconded the motion. All were in favor. Motion was passed. Clerk Arias signed all the financial documents.

6. DISCUSSION AND POSSIBLE ACTION REGARDING PSPRS PREFUNDING.

The decision to prefund the employer's portion of the PSPRS contributions by 2% had already been approved at the special budget meeting on April 22, 2020. This

verbiage was added to the minutes and the amended minutes were approved in line item 4 of this agenda.

7. DISCUSSION AND POSSIBLE ACTION REGARDING TENDER FINANCIALS.

A copy of the entire Lease / Purchase agreement from Zions Bank was provided to each board member via email ahead of the meeting and on Kindles during the meeting. Additionally, a printed copy of Resolution #2020-19-08 to approve the Lease / Purchase Agreement with Zions Bank was provided to those members who attended the meeting in person. Once discussed and read, OFDBM Brown made a motion to accept the Lease / Purchase Agreement with Zions Bank and to adopt the Resolution # 2019-19-08 to approve the Agreement. Clerk Arias seconded the motion. All were in favor, motion passed.

8. DISCUSSION AND POSSIBLE ACTION REGARDING ANNEXATION

Chief Jennings discussed this in his Chief's report.

9. DISCUSSION AND POSSIBLE ACTION REGARDING FUTURE REGULAR MEETING DATES.

A proposal to move the regular Board meetings to the third Wednesday of each month at 6:00 pm had been discussed at the July 2020 meeting. Clerk Arias made a motion to change the board meeting dates to the third Wednesday of each month and OFDBM Brown seconded the motion. All were in favor, motion passed.

10. DISCUSSION AND POSSIBLE ACTION REGARDING OFD BOARD

ELECTIONS. Admin. Manager Acosta confirmed that no one other than Paul Arias, Ellie Brown, and Rob Walker, has submitted nomination papers for the OFD board positions, therefore, the Pinal County Elections Office will submit a Resolution to the Board of Supervisors at their September 9, 2020 meeting to cancel the election for OFD. They will notify us when this has been approved.

11. DISCUSSION AND POSSIBLE ACTION REGARDING UPDATED HR

POLICIES. Chief briefly discussed the Family First Corona-virus Response Act (FFCRA), which would greatly affect small Fire / EMS agencies with limited budgets for covering time off. A policy to follow the guidance of the DOL, which states that emergency responders and support staff may be excluded from the FFCRA, was presented to the board. Clerk Arias made a motion to accept this policy. OFDBM Brown seconded the motion with the stipulation that OFD make every effort to follow COVID-19 precautions should an OFD employee be exposed to COVID-19 and is required to work. All were in favor. Motion was passed.

12. CHIEF'S REPORT

Fire Dist.:

- Pinning of new Fulltime FF Marasa and FF Huerta
- COVID-19 update/crew protection
- Annexation update
- Tender update
- SCBA update
- Capt. McGovern Eng. Boss status
- Out of state fires.
- Medical update

Injuries/ Accidents:

- None

Repairs:

- E-691 / E692 / R692

Cert/Firewise:

- Taking precautions again

Grant Report:

- Tina will report

Brush Dump:

- Recently pushed up.

• Call Load Report:

See OFD website for information.

13. ITEMS FOR NEXT MONTH'S AGENDA

#10 and #11

14. ADJOURNMENT

OFDBM Walker asked for a motion to adjourn. OFDBM Brown made the motion to adjourn. This was seconded by Clerk Arias. All were in favor. Motion was passed. Meeting adjourned at 7:15 pm.

Next REGULAR Board Meeting – Wednesday, Sept. 16, 2020 at 6pm.

Minutes respectfully submitted,

Cherie Cheney – OFD Administrative Assistant

Reviewed by OFD Chairman Walker or Clerk Arias