

ORACLE FIRE DISTRICT BOARD MEETING MINUTES

SEPTEMBER 21, 2022 / Approved OCTOBER 19, 2022

Meeting was officially called to order by acting Chairman Walker, at 6:05 pm, September 21, 2022 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 6:06 pm

2. ROLL CALL

Board members present: OFDBM Walker, Clerk McNulty, OFDBM Arias
Board members Absent: Chairman Hill, OFDBM Brown.

3. CALL TO THE PUBLIC. No public present.

4. ACCEPTANCE OF THE PREVIOUS MINUTES

Acting Chairman Walker called for a motion to accept the minutes from August 17, 2022. Clerk McNulty made the motion and OFDBM Arias 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 August 2022, 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 accounts held at the Pinal County Treasurer's Office, the Chase Bank (payroll account), and the National Bank Visa card. Acting Chairman Walker called for a motion to accept the bank statements, reconciliation documents, the balance sheets, and the Memorandum. Clerk McNulty made the motion and OFDBM Arias seconded the motion. All were in favor. Motion passed. Clerk McNulty signed all the financial documents.

At 6:37pm, OFDBM Arias made a motion to go into Executive Session regarding employee matter. This was seconded by Clerk McNulty. All were in favor. Motion passed.

At 6:57pm Clerk McNulty made a motion to exit Executive Session and resume regular session. OFDBM Arias seconded this motion. All were in favor. Motion passed.

6. DISCUSSION AND POSSIBLE ACTION REGARDING ELECTIONS FOR OFD BOARD VACANCIES OR ELECTIONS

Admin. Manager Acosta presented an email from Scott Johnson of the Pinal County Elections Department, in which he stated that the election for new board members was indeed cancelled, and a copy of the executed resolution would be

sent to us. Following this, Acting Chairman Walker made a motion to accept the election cancellation and approve the Affidavit of Compliance, to be signed, notarized, and sent to the Pinal County Elections Department and the Pinal County Board of Supervisors. OFDBM Arias seconded the motion. All were in favor. Motion passed. Clerk McNulty signed the Affidavit of Compliance.

7. DISCUSSION AND POSSIBLE ACTION REGARDING HR POLICIES.

Chief Jennings presented a draft amendment to the OFD HR policies: pages 9 and 10 of the Recruitment and Selection section of Employment Practices. Acting Chairman Walker called for a motion to accept the changes as presented. OFDBM Arias motioned to accept the changes and Clerk McNulty seconded the motion. All were in favor. Motion passed.

8. CHIEF'S REPORT.

Fire Dist.:

- Engineer promotion soon
- Helipad update
- District update
- Apparatus list (new hires)
- East building update
- Fire School update

Injuries/ Accidents:

- None

Repairs:

- Viper starter
- E-691 seatbelts
- R-691 loss of power (intermittently)
- R-692 turbo

Cert/Firewise:

- Cert/Firewise meeting 9/13/22
- Thanks to Certs for helping at School fire

Grant Report:

- Tina will report

Brush Dump:

- Closed
- Pushed up piles. Will burn soon.

Call Load Report:

See OFD website for information.

9. DISCUSSION AND POSSIBLE ACTION REGARDING MOVING THE DECEMBER OFD BOARD MEETING DATE UP FROM WEDNESDAY, DECEMBER 21, 2022 TO WEDNESDAY, DECEMBER 14, 2022.

All three attending board members were in agreement to move the December meeting date to the 14th. Admin. Manager Acosta will notify the other board members.

10. ITEMS FOR NEXT MONTH'S AGENDA

Election of Officers for 2023 for the December Board meeting.

11. ADJOURNMENT OFDBM Arias made a motion to adjourn, seconded by Clerk McNulty. All were in favor. Motion carried at 7:25pm.

Next REGULAR Board Meeting

Wednesday, October 19, 2022 at 6pm

Minutes respectfully submitted: Cherie Cheney – Admin. Assistant

Reviewed by: OFD Chairman Hill or Clerk McNulty