



Puerco Valley Fire District

(928) 688-2424 - PO. Box 39 Sanders AZ 86512

NOTICE OF MEETING

The Fire Board of the Puerco Valley Fire District will meet in regular session on ***February 8th, 2024, at 4:30 pm***. The meeting will be held at the Sanders Valley Baptist Church, in Sanders, Arizona. The Board may vote to go into executive session on any agenda item pursuant to A.R.S. § 38-431.03(A) (3) for legal advice with the district's attorney on matters as set forth in the agenda. Board Members or other participants may attend by telephonic conference. **The following items, topics, and any variables thereto, will be subject to Board consideration, discussion, approval, or other action. All items are set for possible action.**

MINUTES

1. **CALL TO ORDER / PLEDGE OF ALLEGIANCE: TIME 4:37pm**
2. **ROLL CALL OF BOARD MEMBERS AND ATTENDEES:** Directors Toni Wood, Linda Jones, Darla Basamania and Sandy Begay (via telephone). Director Josie Forrester was absent. Also present Chief Prentice, Assistant Chief Wood, and counsel Nicolas Cornelius (via telephone).

3. **CALL TO THE PUBLIC:**

Discussion and consideration of comments and complaints from the public. Those wishing to address the Puerco Valley Fire Board need not request permission in advance. The Fire District Board is not permitted to discuss or take action on any item raised on the call to the public. However, individual Board members may be permitted to respond to criticism directed to them. Otherwise, the Board may direct that staff review the matter or that the matter be placed on a future agenda. The Fire District Board cannot discuss or take legal action on any issue raised during the Call to the Public due to restrictions of the Open Meeting Law.

4. **READING AND APPROVAL OF MINUTES:**

Special Meeting of November 30th, 2023, **MOTION Linda SECOND Darla CARRIED 4-0**

Special Meeting of January 10th, 2024, **MOTION Linda SECOND Darla CARRIED 3-0**
(Toni wood abstained since she was not present at this meeting)

5. **OLD BUSINESS:**

Status of CON matters/ Arizona Dept. of Health Services matters, Status of Audit, federal Grant matters, Ambulance Matters, Accounting/CPA matters -Counsel/Chief Prentice/Tami

- CON Matters- The Annual Revenue Cost Report is almost finished. The paperwork was not submitted by previous Chief Anselmo. It is now due 2/25/24.

Update/Status on Audit-Tami

- Waiting on Apache County to turn in their paperwork to the accountants.

Update/Status of receiving reimbursement from the grant for wages paid out-Tami

- There were several overdue reports that had not been turned in by the previous Administrations. All reports are completed now. A payment request has been submitted to FEMA, waiting on their response.

Update on fingerprints/drug tests/background checks-Tami

- All drug tests for employees have been completed, except for a couple newer employees. The backgrounds/fingerprints will be done in house by Assistant Chief Wood. She has gotten clearance from DPS and is finishing up her training.

6. REPORTS AND CORRESPONDENCE:

Correspondence

Fire Chief's Report

- 4 turnouts were ordered by previous Administration and were not approved by the board. The turnouts are personalized to certain firefighters so they cannot be returned. The cost is around \$15,000. The company advised they may be able to give us a discount.
- Chief Prentice will start utilizing part time employees to save on the cost of overtime.
- Image Trend- Our billing company EMS/MC advised they should be able to bill back up to 1 year for EMS calls.
- There are two PVFD employees going through the Fire Academy. Counsel Nicolas Cornelius is drafting contracts for the employees.

Expense Report

Financial Report

Approval of Finances: **MOTION Linda SECOND Toni CARRIED 4-0**

7. NEW BUSINESS:

Snyder notice of claim-Counsel

- The claim has been sent to Mr. Matura w/VFIS.

Despain Preliminary Injunction/Civil Lawsuit-Counsel

- We had a good result from the court. The evidentiary hearing is in March.

DeSpain CON hearing at Office of Administrative Hearings-Counsel

- The next hearing is in March, there may be a continuance.

Update/Status of receiving reimbursement from the grant for wages paid out-Tami

Approval of changes made to the budget/possible amendment-Linda/Tami

- Per Counsel Nicolas Cornelius, amendments to the Budget do not need board approval. No changes to the monetary amounts will be made. The only changes that will be made are to the line item numbers/titles. The budget items do not match what our accountants use, this will be fixed by Assistant Chief Wood and Eileen Windsor (with Stanley Carpenter).

Title Change/Raise for Tami Wood-Chief Prentice

- Chief Prentice has changed the title for Tami Wood to Assistant Admin Chief. Tami will be handling all administrative duties and Chief Prentice will be handling operations.

Approval for \$5,000 annual raise for Tami Wood **MOTION Linda SECOND Sandy Carried 3-0**
(Toni Wood abstained from the vote)

Driver Training for William Cadaret-Chief Prentice

- Captain William Cadaret will be attending a Drivers Training Course offered through VFIS. After the training, William will be certified to create a drivers training course that all employees will go through.

Open Meeting Law Complaint-Counsel/Tami

- All Board members are required to watch a video pertaining to Open Meeting Laws.

Possible vote on Scott Packs, keep or sell-Chief Prentice

- The board would like Chief Prentice to look into selling the Scott packs. Chief Prentice will find out prices and discuss them at the next meeting.

CAD Interface for mapping-Don/Chief Prentice

- CAD interface will be linked through Apache County Sheriff's Department Dispatch and Image Trend. The firefighters/emt's will be sent information to their tablets. The information will assist them in locating addresses/locations more easily in our rural area. The initial fee is \$4,675 and will be \$4,000/year.

Approval for CAD Interface Quote: **MOTION Darla SECOND Linda CARRIED 4-0**

Annual County Report-Tami

- The report has been completed and will be turned in.

SCBA Mask Purchase

- New SCBA masks need to be purchased for new employees. The total is around \$2,000.

Approval for SCBA Mask Purchase **MOTION Linda SECOND Darla CARRIED 4-0**

8. **EXECUTIVE SESSION: TIME _____ MOTION _____ SECOND _____**
****DID NOT GO INTO EXECUTIVE SESSION****

Status of CON matters, Status of Arizona Dept. of Health Services matters, Ambulance Matters, Accounting/CPA matters, Synder notice of Claim, Primary Injunction for Despain-Counsel;

Update/Status of receiving reimbursement from the grant for wages paid out-Tami

Open Meeting Law Complaint-Counsel/Tami

Snyder notice of claim-Counsel

Despain Preliminary Injunction/Civil Lawsuit-Counsel

DeSpain CON hearing at Office of Administrative Hearings

Return to open meeting at _____

9. NEXT FIRE BOARD MEETING WILL BE ON March 7th , 2024 at 4:30pm.

10. ADJOURNMENT: MOTION Toni SECOND Darla @ 5:31pm