



Puerco Valley Fire District

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

NOTICE OF SPECIAL MEETING

The Fire Board of the Puerco Valley Fire District will meet in regular session on ***October 27th, 2023 at 9:00am.*** 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 9:00am**

2. **ROLL CALL OF BOARD MEMBERS AND ATTENDEES:** Directors Toni Wood, Sandy Begay (via telephone), Josie Forrester, Darla Basamania, and Linda Jones. Also present were Chief Anselmo, Chief Prentice, Office Manager Tami Wood and Counsel Nicolas Cornelius (via telephone).

3. **OLD BUSINESS:**

Discussion and possible action re: previously approved ambulance account/board approval on any expenditure/transfers from account-Chief/Counsel-NO ACTION NEEDED, VOTED ON DURING 10/19/2023 MEETING.

- During the regular Board meeting on 10/19/2023, it was discussed that we would open a third bank account for the ambulance money to go into. The Fire Chief will have access to the account but only Board members will have authority over it. This new account will be for Image Trend billing only. Image Trend handles billing for both EMS and Fire calls, all that money will go directly into the new account.

4. **EXECUTIVE SESSION: 10:03am MOTION Josie SECOND Toni**

Status of CON matters, Status of Arizona Dept. of Health Services matters, Ambulance Matters, Accounting/CPS matters, creation of new email domain (.gov), -Counsel;

Discussion and possible action re: previously-approved ambulance account/board approval on any expenditure/transfers from account-Chief/Counsel

Discussion and possible action re: staffing/hiring freeze, run reports and DHS request for Comprehensive Action Plan re; same-Chief/Counsel

Status of raises and promotions of current staff pending budget issues.

5. NEW BUSINESS: *Handled New Business before going into Executive Session*

Discussion and possible action re: staffing/hiring freeze, run reports and DHS request for Comprehensive Action Plan re; same

MOTION Josie SECOND Linda CARRIED 5-0

- Chief Anselmo may not exceed staffing levels without Board approval. We will not be hiring an Assistant Fire Chief at this time. Chief Anselmo will stop hiring after we are fully staffed in November. The SAFER grant pays the wages for 6 firefighter/emt's.
- The proper title for the Comprehensive Action Plan is the Corrective Action Plan. DHS wants to see the plan from PVFD to show that we are ready to run the EMS side. DHS wants to confirm PVFD/PVAS is fully staffed, properly trained and current on all requirements. The lawyers will do paperwork and send it to DHS. The board does not need to approve the paperwork.

Status of raises and promotions of current staff pending budget issues.

- Chief Anselmo has the power to hire and fire employees within budget parameters. Chief Anselmo also has the power to give new employees the salary that is listed on the approved wage scale.
- By the middle of November, PVFD will be fully staffed. With 5 employees on each shift, not including the three administrative employees.

6. NEXT FIRE BOARD MEETING PROPOSED DATE: November 9th, 2023 at 4:30pm.

7. ADJOURNMENT: 10:13am MOTION Josie SECOND Darla