

Regular Meeting of Pinetop Fire Board  
Monday May 21, 2018  
Pinetop Fire District Station 110  
1845 S. Pine Lake Rd, Pinetop AZ 85935

**I. Call the meeting to Order: Ed Cibbarelli** called the meeting to order at 5:00 pm

**Roll Call of Board Members 500:pm:** Board members present, Ed Cibbarelli, John Rowlinson, Carla Bowen and Ronny Deming, Doug Wright

**II. Call to the Public:** None

**III. Consent Agenda**

*The items on the consent agenda are considered routine and will be adopted in one motion unless a board member, staff, or member of the public in the audience requests, before the vote on the motion, to have the item considered separately. If any item is removed from the Consent Agenda, the Board Chairman will indicate when it will be discussed in the regular agenda.*

1. Approval of Minutes of Board Meeting held on April 16, 2018
2. Approval of Warrants paid in April, 2018  
Carla Bowen Made a motion to accept the Consent agenda, Doug Wright seconded, Motion carried 5-0

**IV. Board Business:**

1. Discussion/Consideration/Possible action: Presentation of the April Financial reports by Melissa Tomlinson

Melissa Tomlinson by telephone summarized the financials explaining each item and where it was in the budget. Included in packet.

Year to date graph shows personnel at 81%-- Operations at 12%--Managerial at 5%-- and capital lease and debt at 2%.

Our cash position at this time of year; We are \$15000.00 Higher than where we were last year, we still are expecting money from State Wildland Fires.

Liabilities are over from last year by about 1 million dollars we have had an increase in pension costs this year. However, our actual Debt has gone down.

Chief Morgan; John Rowlinson asked about grant expenses last month, we received our electronic sign, it will be installed soon and we should see our reimbursement soon, we also received our Radios from the grant we shall see reimbursement on those as well. The grant expenses will likely post next month, but the revenue from them will follow.

The Pension; there was an audit change that requires agencies to fully recognize pension liabilities, this is why you now see them every month. There is a big jump between fiscal year 15 to 17 which saw increased liabilities. We will post for this year the differences in June.

John Rowlinson comment he is disappointed in the new I.T. capabilities, he is unable to access his PFD email. Chief Morgan replied he would have a one on one with each board member to show them how and where to login to the new email. He explained we have a new URL to access them and apologized for any inconvenience. He told them the district is having trouble as well but bear with the new system because when Sunstate Tech finishes we will have capabilities we have never had before. It is and has been a process but they are up to date on the latest I.T. and technology.

John Rowlinson made a motion to approve the financial reports as presented, and Ronny Deming seconded the motion. Motion passed unanimously 5-0

2. Discussion/Consideration/Possible Action re: Proposed Tentative Adoption of 2018 /2019 Budget

Chief Morgan; In your packet is an RBA that summarizes our proposed 2018-2019 budget and some of the highlights. Thank you to the board members Ed Cibbarelli and John Rowlinson, the labor committee Lionel Vangurp, Kevin Short and Chad Ashcraft, and of course Melissa Tomlinson who provided the very detailed informative spreadsheet, she is very instrumental in the success of this year's budget.

Chief Morgan; AV of properties fell short of the projected 2.5% it came in at only 1.2/5%. The main focus is for alternative revenue. Decreasing allocations and better accounting for expenses would help as well, having better accountability and lower expenditures for professional services and ems billing will help PFD. He talked about changes, such as the FTE for suppression and training goals.

Chief Morgan and Melissa Tomlinson explained the next steps in completing the budget, the district is waiting on some final figures from Insurance, Health Insurance and Liabilities. There will be another meeting on May 11<sup>th</sup> with more possible changes and a tentative post, then 20 days after we may post the final around June 18<sup>th</sup>. He reminded the board on how far we have come since 2010, still not recovered totally from the recession. There was some discussion about the slight increase in FDAT and PFD's revenue increase from Ambulance and Wildland Billing. PFD proposed to not change the tax rate we adopted last year. Our assessed evaluations put us at about \$131,000,000.00. Chief Morgan also ran through his grant probabilities and talked about possibly receiving money from the Tribal gaming commission for public safety. We have approximately 1.4 million in grant writing this year. Melissa reminded them there are two sides to grants, the revenue side and expense side, when one goes up the other goes down for a while then catches up. Carla Bowen thanked Chief Morgan for his grant writing expertise.

There also was discussion on Capital outlay items such as SCBAs, Gurneys, Computer software, and ambulance, possibly Turnouts and some command vehicle purchases or leases. Some items for the labor committee; mattresses for the crew quarters and maybe new recliners for the day rooms. Discussion on the new computers and I.T. increase for support and hardware. Travel and training increase and an End of Life Auto Pulse machine.

Melissa Tomlinson talked about the final cost of budget and answered some questions. She told them there were also other options such as leasing or a possible loan. Chief Morgan thanked the board members and everyone else that worked on the budget or was a part of it. Pinetop Fire is on a healthy path, we believe we will see an increase this year maybe with new homes and tax rate increases, this will possibly keep the tax rate stable and the district solvent.

Carla Bowen made the motion to approve and adopt the 2018/2019 fiscal budget, fee scale and wage scale as presented. Second by Ronny Deming, Motion passed unanimously 5-0

3) Discussion/Consideration/Possible Action re: Approval of IGA with City of Show Low for Fire & EMS Dispatching Service

Chief Morgan; We have been working towards a central dispatch center for years and it is now becoming a reality. Summit Healthcare started exploring this as a means to better quality patient care with the result of better dispatch service. The IGA for this was completed by Bill Whittington and the board signed the IGA back on January 25<sup>th</sup>, 2018. All dispatch will be moving to the City of Show Low with Fire and Police in one location, also utilizing emergency dispatch with medical direction in the field. This not only changes deployment it also adds the element of emergency aid in the field for the person calling 911. 911 dispatchers are trained to give the reporting party help with CPR or First Aid until the Medics arrive to take over patient care. This is a proven tool in emergency patient care in rural areas. Town Council did move forward for the City of Pinetop Lakeside as well. Carla Bowen (also on the town council) added there really was no choice, PLPD will not have dispatch service soon. Bill Whittington asked that the board approve the "labor and consent" form as well as part of the IGA.

Doug made the motion to approve the Inter-Governmental Agreement with the City of Show Low for the provision of Regional Dispatching Services as presented to include the Waiver and Consent subject to review by legal counsel. Second by John Rowlinson, Motion passed 5-0

VI. **Summary of Current Events: Fire Chief and Board Chairman Report.**

1. Fire Chief Report regarding district activities, Chief Morgan highlighted Chad Berlin getting on the Community Assistance team, this is a national team. Also, the employee appreciation dinner, Curt McKinney cooked the meat for the meal and he did a fantastic job. He also received an award for his BBQ.  
AFDA is also coming up if anyone is interested in attending.
2. Board Chairman's report, Ed Cibbarelli thanked everyone for the hard work on the budget. Ed and Chief went to the firewise summit at Hondah and he wanted to tell everyone that Pinetop Fire District is recognized throughout the state for Firewise efforts.
3. **Future Meeting Dates and Items for Future Agendas -**  
Future Meeting date is June 18, 2018  
AFDA Meeting July 10-12

**Announcements:** None

4. **Adjournment-**

Motion to adjourn by Carla Bowen at 5:56pm, seconded by Doug Wright motion passed unanimously 5-0.

Respectfully Submitted

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Karen Robbins