

Regular Meeting of Pinetop Fire Board
Monday April 20, 2020
Pinetop Fire District Station 11
By Video Conference
1845 S. Pine Lake Rd, Pinetop AZ 85935

Call the meeting to Order: Ed Cibbarelli Called Meeting to order at 5:00 pm

Roll Call of Board Members, Ed Cibbarelli, Kurt Alcumbrac were present John Rowlinson and Dr. Wright were present via video conference. Carla Bowen was absent

**Attorney William Whittington was present by video conferencing
Speaker John Ashton of Tiffany/Ashton was also present by video conferencing**

I. *Call to the Public:* None

II. *Consent Agenda Board Business*

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 in March 2020
2. Approval of Warrants paid in March 2020
3. Approval of Executive Meeting Minutes as presented

Kurt Alcumbrac made the motion to approve the consent agenda as presented, seconded by John Rowlinson, motion carried 4-0

IV. Board Business

1. Discussion/Consideration/Possible Action re: Presentation of February Financials

Gabe Buldra and Sara Simonton were available by video conference.

Mr. Buldra provided the summary, total revenue for the month was under by approximately \$95,000.00, mostly due to timing of Non-levy tax items and grant revenue, but billing should bring that up to date as well as grant funding coming in soon.

Expenses were over by approximately \$56,000. We had a pricey repair on E3 pretty much everything was repaired down to the pump.

The rest of the categories seem to be right in line.

Year to date Revenue is over budget – mostly due to grant and property taxes collections which seem to be ok so far this year. Expenses for the year are under by approximately \$17,000.00. Personnel costs for fiscal year are up a little and vehicles and equipment were over.

Percentages stay pretty consistent at Personnel 77%, Operations 16%, Administrative at 5% and Communications at 2%.

Cash position is up by approximately \$500,000.00 over last year. Of course, we had other assets decreasing slightly, due to normal depreciation, such as decreases with the new vehicles and Engine, also remember Cash is higher and stronger than last year.

Chief Morgan commented that the rebuild for E3 took a very long time and was expensive, however now almost everything on it is new or rebuilt and should last a long time.

John Rowlinson made the motion to accept the March Financial Reports as presented. Seconded by Dr. Wright, motion passed unanimously 4-0

2. Discussion/Consideration/Possible Action re: Presentation of Proposed draft 2019/2020 Budget

All documents are included in packet for review. Proposed balanced budget for 2020-2021. Chief Morgan began the discussion with a thank you to all the committee members for a job well done. He explained a projected 3% COLA raise for personnel across the board- telling the board about the increases in ASRS, PSRS and health insurance. There will also be an increase in Buildings/Maintenance, due to updating Station 12 as we did St 11 with flooring and additional projects.

There was discussion for a proposed increase in tuition reimbursement for anyone who would like to use it, we would like to promote education at PFD, previous years there was a cap at \$500.00 and there are now requirements for Captains and other positions for a degree.

Gabe Buldra told the board he doesn't expect any major changes and everything looked really good. The workshop should tentatively adopt at the May 18th meeting and then post for 20 days then a final hearing and we will hold a meeting to adopt the 2020 budget. The total increase is around 10.04% which is approximately \$679,156.00. Ambulance Revenue we will keep the same we do not see any huge increases; we can put in for the annual 3.3 increase but that should really increase it. We have increased grant revenue and have various grants pending, the majority are personnel related. There was discussion about personnel grant revenue and the hiring of new personnel in Firefighting and the Fuels Wildland Module project.

Financial Goals, Gabe Buldra told the board that we are projecting the GFOA Budget development award for further transparency. A Growth in fund balance, the health of the district is still good.

Summary of budget is we are at a levy rate of 3.1755 with tax revenues at 4.833 sitting right at 7.4 million total budget, with Personnel at a total 4% increase, with benefits and COLA, Buildings and Land at 12% over last year with the facility improvements. Vehicles and Land Down from prior year and communications an increase to make up for the new preemption devices. Prevention increased slightly and Managerial also up slightly.

Kurt Alcumbrac commented that the education piece will help our firefighters be the best they can be and he hoped everyone takes advantage of the tuition reimbursement to go on and get degrees. John said he also hoped everyone would all use the benefits, he is also pleased with the preemption device and said it would benefit the district greatly. They are all proud of the new budget and the reasonable time, effort and projected increases for education. Dr. Wright commented on the Suppression wildland module and Covid19 efforts at the hospital.

This is informational only - no board action at this time.

3. Discussion/Consideration/Possible Action re: Arizona Fire District Worker's Compensation Risk Retention Pool.

Chief Morgan, it looks like we probably need to consider a Risk Retention Pool as we talked about last board meeting. We have John Aston with Tiffany Pool Management here to help us with any questions or information. Mr. Aston told the board that there are many risk pools out there and they are a very popular way for the districts and entities to save money and be able to manage their own risk. As we know Copperpoint dropped out completely from covering firefighters and 7710 is considering a huge increase in their premiums in order to cover the cancer program. Even if 7710 came through for us and decided to go forward, we know from experience it would just increase over the next years. Mr. Ashton told the board that if they chose to enter into the Risk Pool the Fire Districts would have control and give the districts a say in how they money is allocated. The benefits, there are many, below are a few points.

1. The control, the participating districts would buy catastrophic coverage and control everything, the money, how it is allocated, how it is set up and future problems that may arise.
2. An administrator would be hired who understands everything and the savings for premiums would be substantial, a 15 to 20% savings.
3. The Pool follows statistics whether we lean in or disqualify claims and would be dedicated to get firefighters healthy, new policies in our own interest to help mitigate risk factors and keep the claims down and manageable. This would be a welcome addition to the district policies.
4. Retain all profit and investment income that will stay in the Pool which is owned by the Fire Districts, the Fire Chiefs and member of the pool or even the governing board of the pool will have the control.
5. Successful cities and towns all over have been forced to form pools and it is very successful and beneficial in many ways but mostly the savings, in AZ for example, schools - their pools are approximately 249 of 250 schools all in Risk Pools.

John Rowlinson asked if we have budgeted for the first year of capitalization or would we do the four year pay plan. Chief Morgan told them it has already been plugged it in for this year (2020/2021) Budget. He told the board the key thing is that with copperpoint we saw and increase even though the e-mod went down, this will prevent those types of increases. The participating Fire Districts have the control. The capitalization is not refundable, but the member equity is. Each Member builds equity, if we had a loss of \$5000, we could then pull from that equity. We would want to build our Safety program to prevent loss, through education and information, of course this will help us with the claims, costs and further costs down the road. This is a great program, we believe we have at least, right now 50 of the 120 fire districts, he believes more will sign on as they learn about the program.

Our current policy expires on July 1. We must get this rolling as soon as possible. As of right now we are ahead of the game. Since the discussion last month, we really have no choice, this is the best option for the District, The firefighters, and the long-term health of our firefighters.

John Rowlinson made the motion approving resolution 220-2 entering into an agreement and authorizing Chief Jim Morgan to execute the Arizona Fire District workers compensation risk retention pool as presented. Seconded by Kurt Alcumbrac, Motion passed unanimously 4-0.

4. Discussion/Consideration/Possible Action re; Update on Service Agreement with Global Traffic Technologies for traffic pre-emption equipment.
Chief Morgan, this item is an update regarding last month's board action. Mr. Whittington identified some errors and exposures and suggested we follow through with the amendment presented to global, GTT accepted the amendments provided and Mr. Whittington Approved.
This is information only no board action.
5. Discussion/Consideration/Possible Action re; Resolution regarding Designation of Applicant agent for Arizona Department of Emergency Management for Public Assistance.
The COVID 19 crisis major medical disaster in America and subsequent disaster funding allows us recover costs associated with the purchase of PPE items needed for our personnel and supplies to treat our citizens related to COVID. There are federal, state and local declarations providing funding for this unique situation. We would like to take advantage of the programs but we need a designated agent to recover costs during the Pandemic.

Doug Wright made the motion to adopt resolution 20-1 designating Chief Morgan as the Applicant Agent for the Pinetop Fire District as required by ADEM as presented, seconded by John Rowlinson, motion passed unanimously 4-0
6. Discussion/Consideration/Possible Action re; Approval of revised Overtime and Compensation Policy:
Chief Morgan, we need to revise our overtime and compensation policy in regard to the unique situation we have before us. This concerns a type of all hazard pay for our exempt salaried 40 hr a week employee, who during this pandemic, may incur hours over 40 hours a week. This will be good for hazard disasters and local wildfires as well and with everything going on it is just another layer of protection for employees, that is fully recoverable. Brenda Tranchina reviewed the policy and made necessary revisions. All copies included in the packet for the revised edition of the policy.

John Rowlinson made the motion to approve the Overtime and Compensation Policy revisions as presented, seconded by Kurt Alcumbrac, motion carried unanimously 4-0.
7. Discussion/Consideration/Possible Action re; Updates on COVID-19
Chief Morgan; Carla Bowen asked me to include this to bring everyone who may or may not be getting updated information on COVID 19.
We have unrestricted PPE use for our employees and have been able to get supplies as needed. Some examples of what we have; N95, face shields and surgical masks, gowns and 210 days of disposable gloves. After researching mask reuse we implemented a mask reuse procedure extending our inventory. Our people have had training for PPE for many years. PPE is really hard to obtain right now and getting a little harder.
As far as infections go, we have none so far, nor have we had any real direct exposures at this time, however our neighboring district, TMFMD has one confirmed case and possibly exposed 22 employees, 6 are in quarantine for daily evaluation. All personnel here are being monitored for any symptoms daily, we do temperatures before work and keep a log of any suspicious symptoms. The hospital thus far has been doing really well also with only two cases.
This is informational only, no board action.

V. Summary of Current Events

1. Fire Chief Report regarding District Activities
2. Board Chairman report

VI. Future Meeting Dates:

Our next Meeting is scheduled for May 18, 2020

VII. Announcements

AFDA/AFCA Leadership conference has been cancelled this July due to Covid 19

VIII. Adjournment

John Rowlinson made the motion to adjourn the meeting at 6:25 pm, seconded by Doug Wright, motion passed 4-0

Respectfully Submitted

Karen Robbins

Approved