

Regular Meeting of Pinetop Fire Board
Monday February 10, 2020
Pinetop Fire District Station 12
5976Buck Springs Rd, Pinetop AZ 85935

Call the meeting to Order: John Rowlinson Called Meeting to order at 5:00 pm

Roll Call of Board Members, Kurt Alcumbrac, Carla Bowen and John Rowlinson, and Doug Wright Present

William Whittington was available by phone. Ed Cibbarelli was excused

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 January 2020
2. Approval of Warrants paid in January 2020

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

IV. Board Business

1. Discussion/Consideration/Possible Action re: Sierra Pines receiving Firewise USA designation:

Chief Morgan, we are very proud to announce another vital HOA community as a Firewise USA designated community. Sierra Pines (in TMFMD) has worked very hard for several years in their pursuit to be Firewise, and finally have reached their goal. We congratulate them. Chief Morgan and the Board presented a plaque to Members of the HOA, Randy and Rita Haugen, Mike & Vesta Melcher, Randy and Toni Ortlinghaus, Tom Holteclaw. Chief Morgan added that Mr. Melcher started planning and striving towards this goal approximately 4 years ago. Pictures were taken with the board and Fire Chief, who is also the Regional Firewise Liaison, he will also present the award at the Timber Mesa Fire and Medical District board meeting and at the Show Low Town Council meeting. Great Job Sierra Pines.

Carla Bowen Made the motion to recognize the “Sierra Pines Community” for their work in becoming a Firewise USA designated Community as presented. Seconded by Doug Wright, motion passed 4-0.

2. Discussion/Consideration/Possible Action re: Presentation of January 2020 Financial Reports

Chief Morgan, we have Gabe Buldra and Ben Archer to present the January 2020 Financial Reports, all documents included in packet. Some highlights were; Navajo County Revenue for January was under budget. Non-Levy Revenue was also under budget, both due possibly to grant revenue timing and ambulance revenue billing.

Over-all most categories are also under budget. Buildings and Land were a little over budget, probably due to COPS payment timing. Vehicles and Equipment are over but we had SCBA fit testing, which will be offset by the sale of equipment.

Grants were over budget probably due to Blue Card Training, we are waiting on Reimbursement, Chief Morgan said he had a new person in charge at DFFM, he had a meeting with them to find out how they could come to agreement on things need to be done according to the new person in charge. The previous person had more experience and a better understanding of what goes on and how fire districts do business. Once we all get on the same page there shouldn't be a problem. With New leadership there is always different sets of rules and requirements.

Expenses were also under budget as are most major categories, vehicles are over probably due to ambulance supplies and new Engine tools and equipment, one example is the new thermal imaging Camera. Luckily the district has good reserves to cover these ups and downs during the year, with our increase in the budget stabilization fund.

Percentages for the month were; Personnel 80% Operations 14% and Administration at 5% and communications 1% This is a fire district average for districts of our size and structure. We stay pretty consistent.

There were no questions Doug Wright made the motion to accept the January 2020 Financial Reports as presented, seconded by Kurt Alcumbrac, motion passed unanimously 4-0

3. *Discussion/Consideration/Possible Action re: Entering a Service Agreement with Global Traffic Technologies for traffic pre-emption equipment.*

Chief Morgan; this is the topic we covered a few months ago about entering into an agreement for the preemption system for PFD and other entities. The RBA was not included but the agreement papers were. Chief Morgan explained that Mr. Whittington is reviewing the documents that Jason Johnson (Navajo County Attorney) had prepared. Originally there were 8 entities but we were currently down to 3, Pinetop Fire, Show Low EMS and Timber Mesa Fire and Medical. The cost to the district would be approximately \$11,000.00 annually. This would be safer for us and provide quicker response times, which is one of the improvements we talked about for our Strategic Planning process. There was some discussion about providing stations in between the gaps to improve run times further, and standards of coverage. Chief Morgan told the board this is cost effective and if it reduces our response times and provides a safer commute it would be very beneficial, unlike the one we had years ago that had several flaws, this system is GPS based and more reliable, it will benefit the district run times and provide a safety net for intersections. There was no board action, informational only

4. *Discussion/Consideration/Possible Action re: ASRS Wade & Paddock Versus Arizona and agency liability.* Chief Morgan, Arizona State retirement, in your packet is information about the ASRS Wade and Paddock decision which states that any and all deferred compensation by an employer must be included as part of the employee salary in figuring ASRS ER and EE contributions. Chief Morgan is the only employee this will pertain to. Karen Robbins discovered the problem during a routine check for the new hires coming in the spring. The lawsuit states that any deferred compensation money must also be considered part of the salary for ASRS reporting and contributions. Carla Bowen asked that there be an official document provided to the board so they can see exactly what is

required. Chief Morgan said that in most instances where this has happened the Employer would likely cover both the District and the Employee's back contributions. He explained that ASRS would invoice the district and the district would have 90 days to execute the contributions, upon where the employee (Chief Morgan) would then have 90 days to execute his lump sum amount to ASRS. Chief agreed that we would provide the board with something in writing at the next meeting or the meeting in April. It was the consensus of the board to follow-up at a later meeting in order to collect more information. Information only, no board action at this time.

5. *Discussion/Consideration/Possible Action re; Telestaff Staffing Software Issues:*

Chief Morgan, Carla asked us to put this on the agenda. Pinetop Fire and Timber Mesa Fire and Medical have been using the Kronos Telestaff software for about 2.5 years. This was beneficial in the beginning and has been helpful in filling vacancies and eliminating manual selection. It is a good program but during this initial period of use we have discovered some smaller problems that have grown into larger problems that can only be solved by entering our own agreement and not "sharing" the software. We would still will have capabilities to see each other's schedules and do staffing issues between the two but we will have our own system and they theirs, eliminating the payroll coding issues as well as the problems we have encountered as time has gone on. A Couple of the biggest problems are our Wildland deployment system, the current configuration is incapable of solving our issues, and the pay codes, PFD has different codes than TMFMD which causes a little confusion. We must break free from TMFMD and have our own system. TMFMD wants to separate also and while there will be an increased cost, the benefit will outweigh cost and we should each be able to solve our own problems.

This is informational only, no board action. Chief Morgan agreed to go over the program with any of the board members if requested.

V. Summary of current events

1. Chief report, included in packet, facility improvements the shifts and fuels crew helped everyone move in a matter of 48 hours. we also are updating the security systems at both stations. Security IDs will be provided to employees.
2. Chair report included in packet

VII. Future Meeting Dates:

Our next Meeting is scheduled for March 16th 2020

VIII. Announcements

Put the Fire Chief Contract on for the future,
AFDA/AFCA meeting scheduled for July 6th -9th in Glendale, it will fill up fast if anyone wants to sign up.

IX. Adjournment

Carla Bowen made the motion to adjourn the meeting at 6:00 pm, seconded by Kurt Alcumbrac, motion passed 4-0

Respectfully Submitted

Karen Robbins

Approved