

PINEWOOD FIRE DISTRICT
BOARD MEETING
November 21, 2023

1. Call to Order & Pledge of Allegiance:

Meeting was called to order at 3:00 p.m. with roll call.

2. Roll Call:

Members Present:

Chairman, Richard Drinen	Clerk, Barbara Timberman	Member, Robert Rose
Member, Lois Barnes	Member, Barb LaBranche	

A quorum was established.

Staff Present:

Fire Chief, Josh Tope	Office Manager, Tammy Pugh (Zoom)	
Joey McDonald	Chris Baird	Devon Liggett
Bennie Pospishel	Jason Maynard	

Public Present:

Sue Drinen	Bob Timberman
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3. Administrative Remarks

Chairman Drinen advised he had no administrative remarks for today's meeting.

4. APPROVAL OF MINUTES OF BOARD MEETING: October 17, 2023

Chairman Drinen asked the board members if they have any corrections to the board meeting minutes. There were no corrections presented. Chairman Drinen asked for a motion to approve the minutes as presented. Member Rose moved and Member Barnes seconded. Motion was passed unanimously.

Aye Votes: Chairman Drinen, Clerk Timberman, Member Rose, Member Barnes, Member LaBranche.

5. CORRESPONDENCE

Chief Tope advised there was no correspondence.

6. FINANCIAL REPORTS: Review and discussion of October expenditures as presented

Chief Tope said that we are 33.33% through the fiscal year and the expense categories are as follows: Total Revenue is at 27.1% with carry-over, 1000 HR salaries and Overtime is at 36.65% and HR Benefits at 41.74%, 2000 Physical Resources is at 37.34%, 3000 Operational Expenses is at 24.52% and Capital Expenditures is at 0.51% leaving the total expenditures for the fiscal year at 13.98%.

7. OFFICE MANAGER'S REPORT: Financial and run log comparison exception reports

Office Manager Pugh advised that Fire Recovery received approximately \$13,700 in ambulance revenue, with a fiscal year to date of approximately \$49,570 and has an outstanding balance of approximately \$46,000. She continued with the Bear Jaw revenue being at \$46,864 with a fiscal year of approximately \$176,000 for the month of October. She continued to advise that 77 collection accounts

had been successfully moved to our new collections agency and \$69,802 is outstanding in ambulance income and \$501.00 is outstanding in out of district income.

Chief Tope reviewed the run log for October 2023.

8. STATION UPDATE

Chief Tope stated he had two meetings with Willmeng Construction: October 24 and November 17.

The October 24 meeting consisted of ideas on how to lower the \$7.2 million dollar price tag. Chief presented an email with information that listed the recommendations by Willmeng (in black) and comments by Chief Tope (in red) to lower the cost.

The November 17 meeting consisted of Chief Tope and Willmeng going through each line item in detail that was outlined in the previous list of ideas to lower the cost. They reviewed alternative materials that could be used and ultimately were able to lower the cost to \$5.8 million dollars with the changes. An option that Willmeng presented was phasing in certain portions of the building once more funding was available. Chief Tope requested that Willmeng look at the possibility of making the building one story to see if that could save money.

Meetings with Willmeng are happening every two to three weeks.

9. CHIEF'S REPORT

A. Response exception reports

Chief Tope advised the board that we responded to a mountain bike accident that was serious. We have also been responding to a lot of fall injuries. Also, we had a few of our line staff assist Bear Jaw with pile burns in Camp Navajo.

B. Update on legislative issues

Chief Tope stated he has not sent out the AFDA reports as he has not received it yet. He stated that S977 and house bill 1814 was cut from the Build Back Better plan, which was to provide money for station construction. This bill is now going to be run separately, however there is no Arizona support on the legislation. Chief Tope is requesting for phone calls be made to your local legislative representative and ask them to promote this bill.

C. Operational report

Chief Tope advised that we have been having some issues with our current scheduling software and are looking to move to Aladtec at the beginning of the year.

The Christmas/Awards Banquet will be held at Agee's on December 9 at 6:30pm. There will not be a gift exchange this year.

The AFDA conference will be January 10-12, 2024, in Laughlin, NV. If you are interested, please reach out to Chief Tope or Tammy for more information.

A very big congratulations to Joey McDonald as he is our newest paramedic. Joey was #1 in his class!

Chief Tope stated he had received an email from Member Rose regarding if we had any updates on the Garrett Hall case. Chief Tope reached out to our Securis representative, and her email stated, the original administrative law judge had retired suddenly to due health issues, and it appears that Chief Justice Campbell with the ICA is now handling the case. He held a hearing on the 9th of the month for the limited purpose of giving himself an opportunity to hear Mr. Hall's account on how he injured himself in September of 2021. The judge gave both parties until December 4th to file simultaneous memorandums. Securis' memorandum will outline why they do not think Mr. Hall meets the requirements under certain statues. The email


also stated Chief Justice Campbell did not seem to focus on the same issues as the previous judge. They anticipate a ruling to be completed between January and March 2024.

10. Call to the Public

There were no comments from the public.

The meeting was adjourned at 3:14 P.M.
Next Meeting: December 19, 2023, at 3 P.M.

Respectfully submitted by



(Clerk of the Board, Barbara Timberman)