

**MINUTES OF A REGULAR MEETING OF THE
MESCAL-J6 FIRE DISTRICT GOVERNING BOARD
HELD WEDNESDAY, March 27th, 2024, AT 6:30 PM**

The meeting was called to order at 1830 hours by Board Chair Phyllis Ellis. Present at roll call were Board Members: Phyllis Ellis, Dana Law, Debi Wise, JoAnne Ellsworth and Bob Murray. A quorum existed.

Item 1: **Call to the Public:** This is the time for the public to comment. Members of the Board may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01(H), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date."

No speakers present.

Item 2: **Minutes:** Review, discuss, and possible action to approve the Draft minutes of the February 26th, 2024, Regular Board Meeting.

Dana Law made a motion to approve the February 26th, 2024, Regular Board meeting Draft minutes. JoAnne Ellsworth seconded. Motion carries 5–0 with Phyllis Ellis – yes, Dana Law- yes, Debi Wise – yes, JoAnne Ellsworth- yes and Bob Murray – yes.

Item 3: **Financial Report:** Natalie Galgano-Pinkley of Municipal Accounts & Consulting provided the District's recent financial activities. Board Members to review, discuss and possible board action to approve the February 2024 Financial Report, as prepared by Natalie Galgano-Pinkley of Municipal Accounts & Consulting.

Dana Law made a motion to accept as given the February 2024 Financial Report. Debi Wise seconded the motion. Motion carries 5-0 with Phyllis Ellis – yes, Dana Law- yes, Debi Wise – yes, JoAnne Ellsworth- yes and Bob Murray - yes.

Discussion took place regarding the following:

- Missing check numbers for some warrants/possible print error from QuickBooks. Natalie will verify that said warrants were recorded correctly in the ledger

Item 4: **Fire Chief Report:** Fire Chief John Moran's report is included as an attachment in the District's official minutes.

No Board action taken.

Discussion took place regarding the following:

- Fire brigade name clarification
- Mescal-J6 representation in writing regrading OSHA extended public comment period
- Board representation, individually, in writing to OSHA extended public comment period
- Freeway accidents, support received and relationships with support entities
- Turnout replacement
- Basic Wildland class
- Status on Full-time Fire Fighter recruiting
- Status on roofing job with Doug Nelco
- Status on ADA parking at the Administration building
- Grant assistance for ADA parking
- Toured property possibility for future station

Item 5: **Standard Operating Policies:** Review, discussion and possible action to approve the following policies:

101 Chief Executive Officer
201 Emergency Action Plan
310 High Rise Operations
402 Fire Investigations
405 Community Fire Station Visitations
406 Fireworks Displays

Debi Wise made a motion to approve policies 101,201,310,402,405, and 406 with corrections to 405 as discussed. Dana Law seconded the motion. Motion carries 5-0 with Phyllis Ellis – yes, Dana Law- yes, Debi Wise – yes, JoAnne Ellsworth- yes and Bob Murray – yes.

Item 6: **Fiscal Year 2025 Budgeting Timeline:** Review, discussion and possible action to determine a timeline of events for the creation of the upcoming FY2025 Budget.

No Board action taken.

Discussion took place regarding the following:

- Budget training by Natalie Galgano-Pinkley of Municipal Accounts & Consulting
- Forms to be used
- Grant writer status
- Budget timeline
- Combined tax rate

Item 7: **Community Outreach:** The District's Volunteer Coordinator, Sue Dupee, will present an update regarding community outreach events planned in the near future.

No Board action taken.

Discussion took place regarding the following:

- Community outreach overall and specifically with youth and seniors
- Community activities, games, events, educational classes, health and preventative classes, exercise groups, support groups, fundraising and sponsors
- Community speakers
- Community volunteers welcome
- Further discussion regarding prioritized event list, event types, event dates and Board input on events, to be had at a future Work Session

Item 8: **Adjourn:**

JoAnne Ellsworth made a motion to adjourn. Bob Murray seconded the motion. Motion carries 5 – 0 with Phyllis Ellis – yes, Dana Law- yes Debi Wise – yes, JoAnne Ellsworth- yes and Bob Murray – yes.

Discussion took place regarding the following:

- Work Session scheduled 4.03.2024
- Work Session scheduled 4.10.2024
- April Regular Meeting scheduled 4.24.2024

Phyllis Ellis adjourned the meeting. Meeting End Time 1921 hours.

Minutes compiled and submitted by:
Denise Serna
Office Administrator