

**MINUTES OF A REGULAR MEETING OF THE
MESCAL-J6 FIRE DISTRICT GOVERNING BOARD
HELD ON Wednesday, July 26th, 2017 at 6:30 PM**

The meeting was called to order at 1833, by Board Chair Mark Lee. Present at roll call were Board Members Mark Lee, Jerry Conrad, Mary Bowen, Sue Dupee and Owen Kieley.

Mark Lee requested that we move up to item 4-Job Descriptions.

Item 4: Job Descriptions: Chief Moran presented his proposal to add two volunteer positions to the roster(attached). The positions were Chaplain, and Apparatus and Maintenance Coordinator. Owen Kieley made a motion to approve the position of Chaplain Sue Dupee seconded the motion, Motion carried 5-0.

Jerry Conrad made a motion to approve the position of Apparatus Maintenance Coordinator, Owen Kieley seconded the motion, Motion carried 5-0.

Chief Moran requested that the board move on to agenda item 5-Oath of Office.

Item 5: Oath of Office: Chaplain/Firefighter Ron Soto, and Firefighter/EMT Donald Theriaque took their oath of office given by Chief Moran.

Chief Moran requested that the board move on to agenda item 6-Promotion Ceremony.

Item 6: Promotion Ceremony: Chief Moran introduced Ron Soto the newly appointed District Chaplain to the Board of Directors and the community. Ron Soto's wife pinned his badge onto his uniform. Chief Moran introduced Sean Kuhn the newly promoted Lieutenant to the Board of Directors and the community. Sean Kuhn's wife pinned his Lieutenant badge onto his uniform. Chief Moran also recognized Garrison Ratcliff as the new Apparatus and Maintenance Coordinator.

Board Chair Mark Lee requested the Board take a recess of 5 minutes so the families and community can congratulate the new recruits and so families can take photos. The recess started at 6:54, the meeting reconvened at 7:03

Item 1: Minutes: Minutes from the Special Board Meeting held on May 24th, 2017 were reviewed by Chief Moran and the Board. Sue Dupee made a motion to approve the minutes from the May 24th, 2017 Special Board Meeting with no changes, Jerry Conrad Seconded the motion. Motion Carries 4-0 with Sue Dupee, Owen Kieley, Mark Lee and Jerry Conrad voting yes, and Mary Bowen abstaining.

Jerry Conrad made a motion to approve the May 31st, 2017 Regular Board Meeting minutes with no changes, Owen Kieley seconded. Motion carried 3-0 Mark Lee, Sue Dupee and Jerry Conrad voting yes, and Mary Bowen and Owen Kieley abstaining. (Owen Kieley was not at the meeting on May 31st, 2017. Minutes will be approved at next regular board meeting scheduled for August 30th, 2017)

Minutes from the Special Board Meeting/Public Hearing held on June 21st, 2017 were reviewed by Chief Moran and the Board. Sue Dupee made a motion to approve the June 21st, 2017 Special Meeting/Public Hearing minutes with no changes, Jerry Conrad seconded. Motion carries 3-0 with Sue Dupee, Mark Lee and Jerry Conrad voting yes, and Owen Kieley, and Mary Bowen abstaining.

Minutes from the Regular Board Meeting held on June 29th, 2017 were reviewed by Chief Moran and the Board. Mary Bowen made a motion to approve the June 29th, 2017 Regular Board Meeting minutes with no changes, Jerry Conrad seconded. Motion carries 3-0 with Owen Kieley, Jerry Conrad, and Mary Bowen voting yes, Sue Dupee and Mark Lee abstaining. (all minutes up for approval attached)

Item 2: Financial Report: Chief Moran gave an update on the financial status of the District. (Cash Flow Projection, and Balance Sheet attached) Mary Bowen made a motion to approve the June monthly certificate of compliance Jerry Conrad seconded, Motion carried 5-0.

Item 3: Fire Chief Report: Chief Moran advised the board that Mescal-J6 Fire District responded to 45 incidents during the month of June, with an average turnout time of 4 minutes and 26 seconds, and an average response time of 11 minutes and 15 seconds.

Training: Chief Moran advised the board that he and Administrative Assistant Leigha Woolums attended the AFDA bi-annual conference in Glendale, Arizona during the month, and that Leigha attended the 4 statutory required classes for board members. He stated that it is not required by the state that she takes these classes but he thinks it will be beneficial that she knows the information.

Apparatus maintenance: Chief Moran advised the board that while in for a low tire on Command 171 at Mescal Auto Repair the mechanics noticed significant damage to the front end that required \$1,800 worth of work ensure its safety to be driven, after that while in Glendale he stated that he had yet another flat tire and brought Command 171 into Discount Tire and purchased a new set of tires for the vehicle. Chief Moran stated that Engine 171 had received the new intercom system that the board approved in November. Chief Moran also advised the board that Engine 171 has a leak in the water system, and that Board Member Owen Kieley was going to assist in repairing the problem in the coming weeks.

Records Requests: Chief Moran advised the board that office staff has recorded 5 hours spent on records requests this month.

Billing: Chief Moran advised the board that the District received an almost \$500 check from Covenant (the Districts incident billing company) this month. He also stated that the check was from an incident that was collected in April and that the District has been having problems with Covenant sending the Districts portion of the money in a prompt matter. He also stated that there are rumors that Covenant is about to go "belly up" and with our past issues with receiving payment from them we are researching other companies to provide that service

to the District. Owen Kieley asked Chief Moran if Covenant is Licensed and Bonded. Chief Moran stated that he did not have that information at that time but he would look into it and have an answer for him at the next board meeting.

Other: Chief Moran advised the Board that MJFD firefighters participated in the Benson 4th of July festivities this year.

Chief Moran stated that Lauri Owen the Districts lawyer that was formerly employed with Cochise County is interested in representing the District on a pro-bono basis. She has accepted a new position at the Arizona Attorney General's Office. Chief Moran stated that he anticipates Mrs. Owen to attend the next meeting and have a proposal ready for the board to review.

Mary Bowen left the meeting at 1930.

Item 8: Call to the Public: Mary McCool Chair of the J6/Mescal CDO presented the Board with a document stating her concerns about the transfers made to and from the reserve account (attached).

Item 9: Adjourn: Jerry Conrad made a motion to adjourn the meeting at 1935, Owen Kieley seconded. Motion carried 4-0.

Minutes compiled and submitted by:



Leigha Woolums, Administrative Assistant

DATE 7/28/2017

Minutes Revised November 29th, 2017

Revisions Approved by Board January 31st, 2018