

**MINUTES OF A REGULAR MEETING OF THE
MESCAL-J6 FIRE DISTRICT GOVERNING BOARD
HELD WEDNESDAY, August 30th, 2023, AT 6:30 PM**

The meeting was called to order at 1832 hours by Board Chair Phyllis Ellis. Present at roll call were Board Members: Phyllis Ellis, Debi Wise, JoAnne Ellsworth, and Dana Law.

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 July 26th, 2023, Regular Board Meeting.

Dana Law made a motion to approve the July 26th, 2023, Regular Board meeting Draft minutes. Debi Wise seconded. Motion carries 4 – 0 with Phyllis Ellis – yes, Dana Law – yes, Debi Wise – yes, and JoAnne Ellsworth – yes.

Item 3: **Financial Report:** Natalie Galgano-Pinkley of Municipal Accounts & Consulting, will provide a brief summary of the District's recent financial activities. Board Members to review, discuss and possible board action to approve the July 2023 Financial Report, as prepared by Natalie Galgano-Pinkley of Municipal Accounts & Consulting.

Debi Wise made a motion to accept as given the July 2023 Financial Report. Dana Law seconded the motion. Motion carries 4 - 0 with Phyllis Ellis – yes, Dana Law - yes, Debi Wise – yes, and JoAnne Ellsworth – yes.

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 year end totals now being present in the Chiefs report per board member request, apparatus maintenance, variance in turnout time due to limited staffing, training, Fire School attendance, volunteer work for Admin grounds upkeep, communication tower repairs, a new Ambulance Simulator and driving track, and the Mescal movie night.

Item 5:

Policies & Procedures: Review discussion and possible action to approve the following policies:

300 Incident Management	301 Emergency Response	302 Fireground Accountability
303 Rapid Intervention	305 Tactical Withdrawal	307 Aircraft Operations
308 Atmospheric Monitoring	309 Staging	311 Elevator Entrapments
312 Elevator Restrictions	313 Swiftwater Response	314 Confined Space Rescue
315 Wildland Firefighting	316 Trench Rescue	317 Carbon Monoxide Activations
318 Safe Haven Law	319 Hazardous Materials Response	320 News Media & Community Relations
321 Scene Preservation	322 Child Abuse	323 Disposition of Valuables
324 Performance of Duties	325 Adult Abuse	326 Traffic Collisions
327 Line of Duty Death	329 Community Volunteer Program	330 Ride-Along Program
331 Grocery Shopping On-Duty	333 Active Shooter/ Other Violent	335 Unmanned Aerial Systems
407 HazMat Disclosures	410 Fire Watch Services	500 Patient Care Reports
502 Patient Refusal of Care	503 Pre-Hospital Medical Directives	504 Latex Sensitivity
505 Controlled Substance Accountability		700 Use of District & Personal Property
701 Personal Communication Devices		702 Vehicle & Apparatus Maintenance
703 Use of District Vehicles	704 Information Technology	705 Knox-Box and Other Access Systems
706 Communications Operations	707 Photography and Imaging	708 Non-Official Use of District Property

Dana Law made a motion to approve the 300 series of policies and procedures with corrections to verbiage, grammatical errors, format and with omits.

JoAnne Ellsworth seconded the motion. Motion carries 4 - 0 with Phyllis Ellis – yes, Dana Law - yes, Debi Wise – yes, and JoAnne Ellsworth – yes. Policy 332 tabled.

Debi Wise made a motion to approve 405, 407, and 410 of policies and procedures with corrections to verbiage, grammatical errors, format and with omits.

Dana Law seconded the motion. Motion carries 4 - 0 with Phyllis Ellis – yes, Dana Law - yes, Debi Wise – yes, and JoAnne Ellsworth – yes. Policies 402, 406, 408, and 409 tabled.

JoAnne Ellsworth made a motion to approve 500, 502, and 504 of policies and procedures with corrections to verbiage, grammatical errors, format and with omits. Dana Law seconded the motion. Motion carries 4 - 0 with Phyllis Ellis – yes, Dana Law – yes, Debi Wise – yes, and JoAnne Ellsworth – yes. Policy 503 tabled. Policies 501 and 505 removed.

700 series of policies and procedures tabled until the next meeting.

Item 6:

Item 6 not present due to typo in number sequencing on Agenda.

Item 7: **Fire Station Design:** Chief Moran and Captain Olander will provide an overview of the information presented at the St. Louis Fire Station Design Conference.

No Board Action taken.

Discussion took place regarding current fire station needs and for projected growth/needs in 50-75 years, associated costs and financing prospects, educating the community on fire station needs, land needs, apparatuses, building type, design and size, community needs, NFPA standards, well and power needs, septic and building codes and the continuation of discussion and planning in future work sessions.

Item 8: **Work Session Schedule:** Review, discussion and possible action to establish dates for future work sessions.

No Board action taken.

Work session scheduled for September 13, 2023, at 6:30pm.

Discussion took place regarding the frequency of work sessions needed and Board member availability.

Item 9: **Governing Board By-Laws:** Review, discussion, and possible action to amend/revise the Mescal-J6 Fire District Governing Board By-Laws.

JoAnne Ellsworth made a motion to accept changes to the Governing Board By-Laws as presented. Debi Wise seconded the motion. Motion carries 4 - 0 with Phyllis Ellis – yes, Dana Law yes, Debi Wise – yes, JoAnne Ellsworth – yes.

Discussion took place regarding previously requested corrections.

Item 10: **Roof Repairs:** Review, discussion and possible action to approve a bid for a roof replacement at the Administration Building.

Agenda item tabled until the next Regular Board meeting, allowing extension of time to receive bids.

Item 11: **Volunteer Coordinator:** Review, discussion and possible action to create and recruit for the position of Volunteer Coordinator.

No Board action taken.

Discussion took place regarding survey of interest, policy, and advertising.

Item 12: **Adjourn:**

Dana Law made a motion to adjourn. Debi Wise seconded the motion.

Motion carries 4 - 0 with Phyllis Ellis – yes, Dana Law - yes, Debi Wise – yes, JoAnne Ellsworth – yes.

Phyllis Ellis adjourned the meeting. Meeting End Time 2031 hours

Minutes compiled and submitted by:

Denise Serna

Office Administrator