

**MINUTES OF THE REGULAR MEETING OF THE
GROOM CREEK FIRE DISTRICT BOARD OF DIRECTORS
HELD**

Tuesday, November 01, 2011

A Regular Meeting of the Groom Creek Fire District Board of Directors was called to order on Tuesday, November 01, 2011 at 7:30 PM, at 1110 E. Friendly Pines Road - Prescott, Arizona.

Agenda: Regular Meeting

Roll Call

Present at the meeting were the following members of the Groom Creek Fire Board of Directors: Chairman Robert Schulz, Vice-Chairman Gary Williams and Board Clerk Terry Hammon. Chief Bentley represented the Fire District.

Approval of minutes of Previous Regular Meeting:

Terry Hammon, seconded by Gary Williams, made a Motion to Approve the Minutes of the October 04, 2011 Regular Meeting and it passed unanimously.

Public Appearances

None

Chief's Report

- 1) **Firefighter Shift Schedule** – Firefighter Jeff Archer made a presentation to the Board about a proposed new schedule for our full-time suppression personnel. The Chief said that he needed to have a good reason to make the change. The Board requested that some time be spent before the next Board meeting to establish the policy to include trade days as well as length of shifts and report back next month.
- 2) **Operations Report** – Chief Bentley reported that there were 15 calls for service including 5 calls related to the prescribed fire activity, 2 wildland fire responses, 1 motor vehicle accident with injuries and 4 emergency medical service. 14 shifts were covered by volunteer/ reserve firefighters and all met their training attendance requirements for October.
- 3) **Miscellaneous** – Chief Bentley stated that progress was made with the State Forestry Division to process wildland fire invoices and that he had been on the phone working through the invoices with the fiscal representative. He said that 5 bills were cleared for payment from the state. Chief Bentley requested permission from the Board to apply for an Incident Management Team position and it was granted to him.

Financial Reports

- 1) **Account Balances as of 10/31/11:**
 - General Fund – (262,580.24)
 - Compass Bank – 3,000.84
 - Line of Credit – (100,000.00)
 - Reserve Fund – 11.18
 - Accounts Receivable – 221,533.15
- 2) **Budget Report** – The Chief discussed the year to date budget report and said that the Training line item was overspent due to the grant reimbursement from the PSSP grant and that the funds had already been reimbursed.

Old Business

1. None

New Business

1. **Prescott Regional Communications Center IGA** – Chief Bentley presented the Board with a new IGA to be considered for continuing dispatch services with the PRCC. He stated that no significant changes including the cost would be realized. *Terry Hammon made a motion to adopt the IGA with the Prescott Regional Communication Center. Gary Williams seconded the motion. It carried unanimously.*

Board Member Comments

Terry Hammon discussed his recent trip to the Firewise Conference.

Adjournment

Gary Williams made a motion to adjourn the meeting and Terry Hammon seconded. The motion carried. Meeting was adjourned at 8:48 P.M.

Dated this 3rd day of November 2011 by: _____ Board Clerk.

Terry Hammon