

**MINUTES OF THE REGULAR MEETING OF THE
GROOM CREEK FIRE DISTRICT BOARD OF DIRECTORS
HELD
Tuesday, February 03, 2015**

A Regular Meeting of the Groom Creek Fire District Board of Directors was called to order on Tuesday, February 03, 2015 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, Board Vice-Chairman Gary Williams, Board Clerk Terry Hammon and Fire Chief Todd 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 January 06, 2015 Regular Meeting and it passed unanimously.

Public Appearances

None.

Chief's Report

1) Operations Update – Chief Bentley reported that there were 5 EMS Calls for Service during the previous month. He reported that Paramedics Johnstone and Manzanedo were developing the outline for the GCFD Community Integrated Paramedic Program. The Chief mentioned that he attended a seminar at the AFDA Conference on this topic and that we would be developing our program in conjunction with other area agencies so as to use common terminology with the hospital and dispatch. The Chief noted that we are investigating the use of Electronic Patient Care Reporting software that would be provided by the AZ DHS if we implemented a Quality Improvement program and reported to their agency.

Chief Bentley said that the crews worked with the Groom Creek Water Users Association to do some hydrant testing and training. The GCWUA would engage the district in the future as they test hydrants on their system. A report of the hydrants tested would also be shared with the District. Chief Bentley said that the District would be using this information to develop an operations map that showed locations that would be reached by the supply hose carried on the engine and the hydrant locations.

2) Grant Update - Chief Bentley submitted an application for the AZ State Forestry Bark Beetle Initiative for the Tornado Damage. He said that the grant's 50% matching funds requirement would be made up primarily from the Department of Corrections personnel assigned to the crew and the affected homeowners would be asked to pay \$300 for the work. He said that the proposed timeline would be about 4 weeks with a State Forestry Crew and that the work would begin as soon as it could be scheduled after award.

Chief Bentley mentioned that the District would be applying for a SAFER grant for personnel. The Chief and Board discussed the program activities and the priorities and needs of the District to be addressed by the grant application. The grant would potentially fund the firefighter positions that would be in jeopardy of being laid off in the upcoming year if the budget continues to have negative impacts from external economic influences.

3) Miscellaneous - Chief Bentley reported on a discussion with the County Treasurer and the Audit report that was sent to him. Chief Bentley mentioned that the Treasurer was concerned with the language of the statement as a Going Concern; however, the Chief said that the reference of "Going Concern" is actually defined that the entity is viable going forward if it has a going concern. The note provided in the Audit report supports the District's position as stabilized from the loss of revenue and making improvement.

The Chief stated that he received a lien release for Engine 41 from Wells Fargo. He also mentioned that the Accident and Sickness supplemental insurance policy had been cancelled as reported by email.

Financial Reporting

1. Account Balances as of 02/02/2015:

- a. General Fund – (153,119.87)
- b. Compass Bank Payroll – 4,707.08
- c. Compass Bank Wildland – 14,821.54
- d. Line of Credit – (100,000.00)
- e. Reserve Fund – 208.29
- f. Accounts Receivable – 88,478.99
- g. Taxes Receivable – 179,994.29

2. Financial Reports - December 2014

Chief Bentley and the Fire Board reviewed the Year to Date Budget. The Chief reported on some of the unbudgeted expenses and line items that appeared to be tracking ahead of the budget. Some of the line items were related to wildland expenses that are unable to be reported in each class due to the accounting software. Other expenses are shown to have excess revenues from wildland responses to meet the expenses. Chief Bentley recognized the personnel for keeping our expenses as minimal as possible.

The December 2014 financial statements were provided by email and reviewed. *Bob Schulz made a motion to approve the Financial Reports, Terry Hammon seconded and the motion passed unanimously.*

Old Business –

1. None

New Business -

1. A&S Insurance Cancellation - Chief Bentley reported that the cancelled policy would provide a \$5500 refund for this year and they would potentially reinstate the policy in the future.

Board Member Comments - Terry Hammon reported on the topics of discussion at the AFDA conference including the open meeting law training. The need for individual email accounts for the board was requested and will be accommodated. Also, it was mentioned that the AFDA needs to better police itself through the Area Representatives and additional assistance from the AFDA.

Adjournment

Gary Williams made a motion to adjourn the meeting and it was seconded by Bob Schulz. The motion carried. Meeting was adjourned at 8:39 P.M.

Dated this 5th day of February 2015 by: _____ Board Clerk.

Terry Hammon