

**MINUTES OF THE REGULAR MEETING OF THE
GROOM CREEK FIRE DISTRICT BOARD OF DIRECTORS
HELD
Tuesday, December 3, 2019**

The Regular Meeting of the Groom Creek Fire District Board of Directors was called to order on Tuesday December 3, 2019 at 6 P.M., at 1110 E. Friendly Pines Road - Prescott, Arizona.

Agenda: Regular Meeting –

Meeting called to order.

Pledge of Allegiance

Roll Call

-Present at the meeting were the following members of the Groom Creek Fire Board of Directors, Board Chairman Andy Nilsen, Board Treasurer Jennifer Haslip, and Board Clerk Tom Price. This represents a quorum and the meeting was continued and chaired by Board Chairman Andy Nilsen, according to district bylaws. Chief Ernesto Manzanedo present to represent the Fire District.

Approval of minutes of Previous Meetings:

-The minutes of the GCFD Regular Board meeting dated November 5 ,2019. Motion by Board Chairman Andy Nilsen Seconded by Board Clerk Tom Price, No discussion, vote was unanimous, Motion passed, Minutes approved as written.

Public Appearances: None

Chief's Report:

- **Call for Service** : 4 EMS Calls, 9 Public Assists, Most which were weather related due to the storm.
One particular medical call was related to the storm which had knocked out the power and a resident who is dependant upon supplemental oxygen needed to be transported to the hospital to receive necessary care. Captain Daniel Boutin offered to let the resident to stay at his home until the power was restored. Lifeline ambulance transported the resident to Captain Boutin's home rather than to the hospital. Captain Boutin's home had power which was beneficial to the resident need for oxygen.
- Chief Manzanedo reported that the District has been reimbursed for the District's participation in the suppression of the October 2019 Johnson Fire. The amount came to a total of \$14,850.00. A portion of that (\$6,000.00) was applied to the Firefighters HSA program. The remainder will be applied to the apparatus maintenance.
- Chief Manzanedo mentioned that there is a new program implemented on how the participating agency are reimbursed. The agency can scan and then E-mail these figures for reimbursement. This program has led to a faster return of funds to the agency.

Financial Reporting:

Board Treasurer Jennifer Haslip began with a brief review of the October 31, 2019 financials

Financial Reports for August 31, 2019

- 1) General Fund = \$17,013.79
- 2) Compass Bank = \$1,613.81
- 3) Line of Credit = \$91,37733
- 4) Capital Reserve = \$1,684.25

Board Chairman Andy Nilsen motioned to approve October 31, 2019 financials, Treasurer Jennifer Haslip seconded, no discussion, vote was all in favor, Motion passed.

Board Treasurer Jennifer Haslip reported that the Auditors have started the audit process.

Old Business: Update on the replacement process of the current District Accountant. The staff has reviewed all candidates that have applied and have at this time have made a preliminary choice of Ms. Jackie Moreland. Ms. Moreland will be going through some further evaluation and training prior to taking the Districts position.

New Business: The audit has been underway and the Auditors have completed their field work at this time. They have not found any issues related to the field work. There is more work to complete the audit.

Board Chairman Andy Nilsen mentioned that the budget was approved in at the June 4, 2019 Meeting and was not noted in the minutes. This has been corrected to show that fact.

Board Member Comments: Board Chairman Andy Nilsen Hoped that everyone has survived the storm in good shape. He also wanted to thank the Board members for their work.

Community Comments: Captain Josh Krueger wanted to mention that Reserve Firefighter Brennen Johnstone has completed his citizenship process and is now an American citizen.

Adjournment :

-Board Chairman Andy Nilsen made a motion to adjourn. Board Treasurer Jennifer Haslip seconded the motion and there was no discussion, the motion passed unanimously. The meeting was adjourned at 6:22 P.M.

Dated December 4, 2019 **by:** _____ **Board Clerk , Thomas Price**