



Desert Hills Fire Department

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Desert Hills Fire Department Board Meeting Minutes Regular Meeting August 16, 2017

1. Call to order

Chairman John Hayes called to order the Desert Hills Fire District Board meeting at **9 am on Wednesday, August 16, 2017** at the Desert Hills Fire station Si Mock Room located at 3983 London Bridge Road, Lake Havasu City, AZ.

2. Pledge of Allegiance

Pledge of Allegiance commenced by Board Chairman Hayes

3. Roll Call

The following board members were present:

John Hayes
Mathew Espinoza
Dolores Moscou

Also in attendance: Fire Chief Pat Dennen
Administrative Specialist Lisa Harrison

4. Call to the Public: None

5. Approval of Minutes-Board Meetings July 19, 2017: Motioned by Board Member Espinoza to accept the July 19, 2017 meeting minutes, seconded by board member Moscou, all in favor.

6. Reports:

- a. **Financial Report-July 2017:** Administrative Specialist Lisa Harrison stated that as of July 2017 cash in the Grant Savings Account is \$69,560.57, Payroll Account \$58,508.80, Petty Cash \$100, Special Revenue Checking Account \$60,612.56, Special Revenue Savings Account \$51,881.50, Warrant Account \$82,644.85, with a total cash balance of \$323,308.28. Approval of Financial Report motioned by the Board Member Moscou, seconded by Board Member Espinoza, all in favor.

b. **Chief's Report:**

Chief Dennen stated the auditors were here last week, there was nothing said about any findings. They will be back in October to present the audit report.

Jeff Stancil was injured off duty and had to have surgery. He is supposed to be out for at least 6 weeks.

Kit Borg has been out for 12 weeks for an on the job injury. The Doctors are recommending surgery which will keep him off for 6-8 more weeks.

Engine E23 (E1521R) has been broke down for a month. The problem was with the pump actuator valve. It is now repaired and back in service.

Engine E21 (E1511R) has an oil and water leak; the repairs will be about a \$4000 to \$5000.

The two new engines, E1511 & E1521 are nearing the end of their warranty, we will be taking them to Vegas to be checked out. We just finished pump tests on them, they both did extremely well, but there are a few engine issues.

The new internet is connected and is working well on the basic service. When the FCC approves the connection the commercial internet will be set up, it takes about 2 months. Lexipol has been put on hold until the internet is improved.

The letters for the Engineers promotions were sent out this week. This is a big deal for the district. We had seven out of ten pass the testing. There is six position filled with one on the list. The promotions were given to Eddie Miller, David Meraz, Mikal Borg, Jeff Stancil, Nick Ryan, Dustin McMahon, with Jeff Spencer on the list.

- c. **DHFD Wildland Report:** No fires in Arizona to report. The last two fires billed over \$75,000.
- d. **DHFD Auxiliary Report:** Dee Moscou handed out the auxiliary's annual calendar for pancake breakfast, spaghetti Dinners and meeting.
- e. **Correspondence:** None.

7. **New Business:**

- a. Back in December 2015 it was discussed to have maximum paid time off to be paid upon separation from the department. It is set at 440 hours for Tier 1 employees hired before December 17, 2015 and 220 hour for Tier 2 employees hired after December 17, 2015. Board Member Espinoza motioned to except the changes for the policy for paid time off, #4 and 7 A & B. Seconded by Board Member Moscou, all in favor.
- b. Chief Dennen would like continued authorization to increase wildland fire pay by increasing pay for employees on a wildland fire assignment, up to a maximum of 3 steps and to add 3 more step to our already 10 step salary structure for a total of 13 steps for wildland fire pay only. The goal is to have all firefighters Red Card certified. Board Member Espinoza motioned to approve employees to step up to 3 steps beyond their current rate of pay temporarily while on a wildland fire assignment and to add 3 more steps as needed for wildland assignments only. Seconded by Board Member Moscou, all in favor.
- c. Chairman Hayes has a letter of interest for the board vacancy. He went over the steps to replace a board member. Board Member Espinoza request a special board meeting to interview the potential new board member. Chairman Hayes will contact him and schedule a special board meeting before the next regular board meeting.

8. **BOARD MEMBER COMMENTS:**

- a. New business to be considered on future agendas: Appointment of the new board member.
- b. Comments: None

9. **Adjourn:** 9:33 am. Motioned by Board Member Moscou, seconded by Board Member Espinoza, all in favor.