



Desert Hills Fire District

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Desert Hills Fire District Board Meeting Minutes Regular Meeting, July 18, 2018

1. Call to order

Board Member Hayes called to order the Desert Hills Fire District Board meeting at **9:00 a.m. on Wednesday, July 18, 2018, 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 Member Hayes

3. Roll Call

The following Board Members were present:

John Hayes
Brad Shelton
Mathew Espinoza
Dolores Moscou
Tom Rogers – not present

Also in attendance:

Chief Pat Dennen
Administrative Specialist Lisa Harrison

4. Call to the Public: Curtis Shafer from Crystal Beach introduces himself, he has submitted his name to be on the ballot for the Board of Director.

5. Approval of Regular Meeting Minutes for June 11, 2018: Motioned by Board Member Shelton to accept June 11, 2018 Regular Meeting Minutes, seconded by Board Member Moscou; all in favor.

6. Reports:

a.) **Financial Report-May 2018:** Administrative Specialist Harrison stated that cash in the Grant Savings Account is \$6,535.77, Payroll Account \$9,094.65, Petty Cash \$100.00, Special Revenue Checking Account \$7,574.11, Special Revenue Savings Account \$88,228.51, Warrant Account \$513,700.24, with a total balance of \$648,801.98. Approval of Financial Report motioned by Board Member Shelton, seconded by Board Member Moscou; all in favor.

b.) **Financial Report June 2018:** Administrative Specialist Harrison also states that cash in the Grant Savings Account is \$6,535.93, Payroll Account \$63,346.33, Petty Cash \$100.00, Special Revenue Checking Account \$46,722.99, Special Revenue Savings Account \$5,675.03, Warrant Account \$410,950.13, with a total balance of \$538,650.91. Approval of Financial Report motioned by Board Member Espinoza, seconded by Board Member Moscou; all in favor.

c.) **Chief's Report:**

- Extractor has been installed and is being used to clean our protective clothing.
- Still have 3 employees off with injuries. Kit Borg is off with a foot injury, which is work related. Kurt Fowler from a gunshot wound, which is not work related and Jeff Stancil with a shoulder and back injury, which is work related.

- I attended the Annual Fire Chiefs / Fire District Association conference in Glendale. I made a couple presentations to the group on the statewide mutual aid agreement. It was widely received. The dialog of the chiefs group spoke highly of Desert Hills Fire District.
- I am still participating in state mutual aid committee. It will be presented in January.
- We are sending three employees to state fire school in September. It is Grant funded, all we provide is transportation. During fire school I have been asked to participate in the new fire chiefs academy.
- I've been asked to sit on the Battalion Chief selection panel for Flagstaff, along with the Fire Chief's from Mesa Fire, Golder Ranch Fire, Glendale Fire and Avondale Fire.
- New swamp cooler is being installed replaced on top of the bay area.

c.) **DHFD Wildland Report:** Wildland is extremely active around the state. We have not been deployed to any assignments yet. With all the fires we will be called out soon.

d.) **DHFD Auxiliary Report:** First Pancake Breakfast will October 6th.

e.) **Correspondence:** None

7. New Business:

- a) Presentation, discussion and possible action for the Chief Selection Committee. Chief gave a brief back ground from previous Chief Selection meetings and the Board voted to move forward with the Intergovernmental Agreement with the City. Chief explains that we've taken an existing agreement between Flagstaff City Fire Dept and Summit Fire District and modified the language to make it match with we are looking for. Chief summarizes the agreement and points out key details on the agreement. He points out this is a three-year contract, pilot program with a 30-day cancelation clause.

Our attorney Whittington has reviewed the contract for Flagstaff and Summit. If we all agree we will need to draft a cover letter with John's signature to send to Whittington for legal review and another letter for the city manager for review.

Board Member Espinoza commented on the expectations of the fire chief and to include language in the agreement for 'Emergency Response as needed' and noted that no set schedule is mentioned in agreement.

Chief Dennen states that everything will remain the same except the city fire chief will be involved.

Board Member Moscou asks how the city feels about the agreement and if we should have invited them to this meeting. Chief Dennen responded that he has met with the City Manager and some council members and they are in favor to move forward with the proposal. The City Manager has given the green light to move forward. Board Member Hayes comments that the feedback from the Battalion Chiefs, they are not opposed to it. Chief Dennen states that everything will remain the same except the City Fire Chief will be involved instead of the District Chief.

Board Member Shelton states conceptionally it is great. It's were the district needs be. The contract allows for a lot of fluctuation on how the current administration will interpret things compared to future administration. If we pin down the contract too much it becomes more complexed and costly. That's a fear and the district is holding all the risk, but we have a 30-day termination. Which could make it tough for the district finding and training a new chief. Board Member Shelton feels this is the best route for the district.

Chief Dennen asked if there should be a statement in the contract that states "the hours of commitment for the Fire Chief should be negotiated at the execution of the contact". Chief Dennen assures the board that there has been no discussion with the city on the cost of the contract. There could be benefits down the road with this contract, such as migrating into their systems, vehicle servicing, dispatching, fire prevention services, computerized technology for the fire trucks, vehicle locator devices, and purchasing discounts.

We will provide a vehicle and our branding will remain on the truck. The Board recommends offering a sum of \$50,000 to the city to be paid quarterly or semiannually for ease of district finances.

Motion by Board Member Hayes to forward this agreement to the city and our legal counsel with the following changes; \$50,000 annual sum to be paid quarterly. To include emergency response as needed and expectation for the hours worked by the fire chief or his designee within the district, to be negotiated by the board and the City at the execution of the contract, seconded by Board Member Moscou; all in favor.

- b) Discussion and possible action to approve future board meetings. Motion by Board Member Hayes to approve future Board meetings dates, seconded by Board Member Shelton; all in favor.

8. Board Member Comments:

- a. New business to be considered on future agendas: Chief Selection Committee.
- b. Comments: Discussion of the upcoming Board election and our openings, refer to the Red Book for unanswered questions.

9. Call to the Public: None

10. Adjourn: Motion to adjourn at 10:19 am by Board Member Hayes, seconded by Board Member Espinoza, all in favor.