



Blue Ridge Fire District

Strategic Management Plan Committee Meeting

928-477-2751 <http://www.brdaz.org/>
5023 Enchanted Lane Happy Jack, Arizona 86024

January 22, 2025 8:00 AM

Minutes

1. Call to Order Meeting called to order at 8:12 AM
 2. Pledge of Allegiance
 3. Roll Call of Committee members
 - a. Brian Anderson, Mike Bourne, Laurie Hawke, Linda McDermott, Casey Samsill, Fire Chief Paine
 - b. Battalion Chief Chester arrived after the meeting started
 4. Call to the Public—No public attended
- Review and Adoption of the Agenda
- a. Linda moved and Casey 2nd motion to adopt the agenda
 - b. Motion passed unanimously
5. Election of Committee Chair and Clerk
 - a. Brian moved and Linda 2nd motion for Casey for Committee Chair
 - b. Motion passed, Casey abstained
 - c. Mike moved and Chief 2nd Laurie for Clerk
 - d. Motion passed, Laurie abstained
 6. Direction/purpose of the Committee: Review and update the Strategic Management Plan to 2025-2032
 - a. Lay out plan for the future, to help with the budgeting process year to year. Road map to the future for the District
 - b. Chief solicited input from interested community entities for the Strategic Plan
 7. Discussion
 - a. Executive summary and Management Discussion and Analysis (see Saunders audit) and Board Goals
 - b. Process definition
 - i. Staffing>Budget>Apparatus>Facilities>District Issues>Funding gaps in plan
 - c. Framework for Plan should be addressed first
 - d. ***Mission, Vision and Board goals should be put in the Board Handbook as well.****
 - i. Board goals: Chief presented copies: Discussion
 - ii. Committee recommend to the Board for inclusion in the Strategic Plan, incorporate in the Executive Summary?
 - iii. Board goals need to be reviewed, updated.
*****agenda item for next Board meeting****
 - e. Introduction looks good, minor update. Keep separate from Executive summary in final product.
 - f. Discussion: Invest in personnel items
 8. Schedule the next meetings:
 - a. February 5, 2025 and February 19 at 10:00am
 - b. Agenda items:
 - i. look at rewrites and documents' structure mission, vision, etc.; Chief will rewrite Personnel; Add executive summary; Update Board goals and/or priorities
 9. Adjournment: Chief moved and Brian 2nd motion to adjourn.
 - a. Motion passed unanimously Meeting adjourned at 10:15 Respectfully submitted, LH

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