



BLUE RIDGE FIRE DISTRICT BOARD OF DIRECTORS

MINUTES OF PUBLIC BOARD MEETING HELD AT THE BLUE RIDGE FIRE STATION SATURDAY DECEMBER 19, 2020

1. **CALL TO ORDER** –Acting Chairperson Judy Varns called the meeting to order at 10:02 AM.
2. **PLEDGE OF ALLEGIANCE** – Acting Chairperson Judy Varns led the assembly in the pledge of allegiance.
3. **ROLL CALL OF BOARD MEMBERS:**
Board Members present were Larry Lambert, Judy Varns, and Jack Beal.
4. **REVIEW AND ADOPTION OF AGENDA:**
Acting Chairperson Judy Varns asked for a motion. Mr. Lambert made a motion to approve the Agenda as presented and Mr. Beale seconded the motion. There was no discussion and Acting Chairperson Judy Varns asked for a vote. The vote was unanimous in favor of the motion and motion passed.
5. **ANNOUNCEMENTS:** Next Board meeting will be January 16, 2021 at 10AM.
6. **REPORTS AND CORRESPONDENCE**
 - a. Chairman’s Report: Acting Chairperson Judy Varns did not have a report.
 - b. Chief’s Report for November 2020:
 - Personnel: 42 total - 17 volunteers, 20 paid reserve, 4 full time and 1 part time admin.
 - Apparatus Report: All in service.
 - Incident Report: call Volume for November total 13 - 8 EMS, 1 fire, 2 MVC, 2 service calls
 - Training Report: 302 training hours during November including topics such as CPR, cardiac emergencies, fire attach, firefighter orientation, round ladders, and officer development. SAFER volunteers in both EMT school and Fire Ops academy.
 - Updates to the Board:
 - Thank you email - Chief Paine read a “thank you” email from the husband of a patient BRFD transported to FMC
 - CrewSense scheduling program is up and running. Required by SAFER grant and allows staff members access to the BRFD schedule from anywhere (online).
 - Grant applied for and received in the amount of \$6,718.30 for Stryker gurney supplies.
 - COVID 19 testing – Chief Paine stated the he had requested and received additional testing kits from the County. This provides BRFD with one testing kit in each ambulance. He further discusses schedules for vaccination once those are available to crew members.
 - New Engine update – Rosenbauer bid has not been received, but we have received Spartan and E-1 bids.
 - Outstanding Member 2020 – Chief Paine announced that Volunteer Don Wetter has received the employee of the year award.
7. **CALL TO THE PUBLIC**
There were no members of the public who wished to speak.

8. OLD BUSINESS

- a. Newly appointed Board Members to take the Oath of Office for a seat on the Blue Ridge Fire District Governing Board.
Acting Chairperson Judy Varns officiated while incoming Board Members Shannon Scott and Cindy Perelli took the Oath of Office. Mr. Dick Knaeble acted as notary.
- b. Discussion and possible action to elect District Board Officers.
The Board now consisted of 5 seated members. Acting Chairperson Judy Varns called for a motion. Mr. Scott made a motion to nominate and elect Board Officers and Mr. Lambert seconded the motion. Ms. Varns nominated Cindy Perelli for Board Clerk and Mr. Lambert nominated Shannon Scott for Board Chairman. Both agreed to take the positions. Acting Chairperson Judy Varns asked for a vote. All voted in favor of the nominations and the motion passed.
- c. Discussion and information update from Board Member Larry Lambert on Station security.
Chairman Scott asked if Mr. Lambert had any updates to provide. Mr. Lambert stated that he was having an issue with getting a response to his inquiries with the County. After further discussion it was decided to wait until after the first of the year and after the new Board of Supervisors was seated to further pursue this. Ms. Varns had several suggestions for small things that could be done to provide some security.
- d. Discussion and possible action on the AFDA training schedule and Board member attendance.
Chairman Scott asked for a motion. Ms. Perelli made a motion to discuss attendance at the AFDA Board Training and Ms. Varns seconded the motion. The two incoming Board Members are required to the AFDA Board Training in 2021. Both agreed that they would like to take the on-line courses offered rather than attending in person due to COVID-19. Ms. Perelli offered to find out what the cost will be for the course and other information and get that back to Chief Paine and Mr. Scott. No action was taken by the Board.

9. NEW BUSINESS

- a. Approval of Minutes: Discussion and possible approval of the Minutes for the Board Meetings held September 19th, 2020 and November 21, 2020.
Chairman Scott asked for a motion. Ms. Perelli made a motion to approve the both set of Minutes with one vote. Mr. Beale seconded the motion. There was no discussion and Chairman Scott asked for a vote. The vote was unanimous in favor of the motion and the motion passed.
- b. Approval of the November 2020 Financial Report: Discussion and possible action to approve the Financial Report for November 2020.
Chairman Scott asked for a motion. Mr. Lambert made a motion to approve the Financial reports for November 2020 as presented. Mr. Beale seconded the motion. The Financial Summary was read by Mrs. Wise. There was a brief discussion and Chairman Scott asked for a vote. The vote was unanimous in favor of the motion and the motion passed.
- c. Discussion and possible action to approve the Special Notice announcing the Board Meeting Times and Dates for 2021.
Chairman Scott asked for a motion. Ms. Perelli made a motion to discuss and approve the Posting Notice for the Board Meeting Schedule for 2021. Mr. Lambert seconded the motion. There was some discussion on Chief Paine's availability for some of the meetings and several meeting dates were changed accordingly. Chairman Scott asked for a vote. The vote was unanimous in favor of the motion and the motion passed.

- d. Discussion and up date from the Blue Ridge Fire District Alternative Pension and Benefit Plan (457b) Board member(s). Chairman Scott asked for a motion. Ms. Perelli made a motion to discuss the Plan and Mr. Lambert seconded the motion. This is for information purposes only and no action is required by the District Board.
Mr. Chuck Buddle, BRFD Volunteer and Treasurer of the Pension Plan gave an over view of the Plan to the Board and those present (see attached copy of items discussed).

Ms. Varns left the Meeting at 11:03 AM.

- e. Discussion and possible action to review and approve Chief Paine's goals.
Chairman Scott asked for a motion. Mr. Lambert made a motion to discussed Chief's Goals and possible approve and Mr. Beale seconded the motion. Mr. Scott commented that he felt this was an important discussion and that all Board Members should be present. After some further discussion he suggested that we table this item until the January Board Meeting.

10. ADJOURNMENT

Mr. Scott adjourned the Board Meeting at 11:40 AM

11. AGENDA ITEMS FOR THE NEXT BOARD MEETING

- Approve moving funds to the Coconino County Reserve Account
- Planning discussion on the 2021 Budget schedule and having Board Work sessions or Budget Committee.
- Approve IGA for County Attorney
- Approve Chief Paine's Goals

12. ADJOURNMENT

Chairman Scott adjourned the Public Meeting of the Blue Ridge Fire District Board at 11:44 AM.

Respectfully submitted: December 22, 2020

Cynthia Perelli
Clerk of the BRFD Board

Minutes Approved: _____

Cynthia Perelli
Clerk of the BRFD Board