



BLUE RIDGE FIRE DISTRICT BOARD OF DIRECTORS

MINUTES OF PUBLIC BOARD MEETING HELD AT THE BLUE RIDGE FIRE STATION FRIDAY AUGUST 23, 2019

1. **CALL TO ORDER** – Meeting was called to order at 2:00 PM by Chairman Shannon Scott.
2. **PLEDGE OF ALLEGIANCE** – Chairman Scott led the assembly in the pledge of allegiance.
3. **ROLL CALL OF BOARD MEMBERS** – Board Members present were Jack Beale, Shannon Scott, Cindy Perelli and Judy Varns by phone. Mr. Lambert was absent.
4. **REVIEW AND ADOPTION OF AGENDA** – Chairman Scott asked for a motion to adopt the Agenda. Mr. Beale made a motion to adopt the Agenda and MS. Varns seconded the motion. There was no discussion. Chairman Scott asked for a vote. Ms. Varns, Mr. Scott, Ms. Perelli and Mr. Beale voted in favor of the Motion. The Motion passed and the Agenda was approved.
5. **ANNOUNCEMENTS** The next Board Meeting will be held Saturday, September 21st, 2019 at 11 AM.
6. **REPORTS AND CORRESPONDENCE**
 - a. Chairman's Report – Mr. Scott
 - b. Chief's Report – Chief Paine
 - Personnel: 37 total, 14 volunteers, 17 part time reserve, 5 full time and 1 part time admin.
 - Apparatus: All are in service
 - Incident Report: there were 17 EMS call, 1 Fire call, 3 MVC calls, and 6 service calls.
 - Training Report: There was a total of 261 hours of training for the month of July. This included topics such as water supply utilization the new 4" large diameter hose, pre-incident planning (specifically Camp Coley), managing multiple causality incidents, traumatic brain injury refresher, stop the bleed, epinephrine and Narcan administration for EMT's and emergency vehicle operation.
 - Updates:
 1. AZDHS ambulance rate increased officially approve on 8/8/2019
 - Base rate: \$904.17 to \$2,093
 - Mileage Rate: #10.22 to \$11.43
 - Standby/Waiting Charge – None to \$523.25
 2. Camp Coley – received and deposited check for \$5,410.93
 3. VFA 2019 Closeout – received and deposited check for \$5,436.50
 4. New AEDs have been installed in the following locations; Blue Ridge Community Church, Calvary Chapel, and the LDS church and the Lodge in Long Valley. AEDs purchased with NAEMS SED Grant of \$3,545. This makes a total of 9 AEDs installed within our communities.
 5. New Ambulance is in Arizona; will be delivered to BRFD on or before October 1st.
 6. On site Financial Audit completed August 15th and 16th.
 7. BRFD Auxiliary Sale will be August 31st from 8AM to 2 PM.

7. CALL TO THE PUBLIC

No member of the public had signed up to speak.

8. OLD BUSINESS

- a. Discussion and possible action to approve an Employment Agreement between the Blue Ridge Fire District and Philip E. Paine for the position of Fire Chief.

Chairman. Scott asked for a motion. Mr. Beale made a motion to approve an Employment Agreement between BRFD and Philip E. Paine for the position of Fire Chief. Ms. Perelli seconded the motion.

After some discussion, Chief Paine requested the Section five (5) of the new Employment Agreement be revised to remove all reference to clauses for Termination for Cause since they will now be covered by the new Policy C210. All agreed that this was appropriate. Section 5 will be changed to: *“Violation of BRFD rules, regulations, mandates, resolutions, directives, or policies that are applicable to the Fire Chief shall initiate a disciplinary review process as identified in Policy C210.”* All other text will be removed from Section 5 of the Agreement.

Mr. Beale also pointed out that Mr. Larry Lambert’s name needed to be added to the Agreement as a signer.

There was no further discussion and Chairman Scott asked for a vote. Ms. Varns, Mr. Scott, Ms. Perelli, and Mr. Beale voted in favor of the motion. The motion passed with the two changes as noted above.

9. NEW BUSINESS

- a. APPROVAL OF MINUTES – Discussion and possible action to approve minutes from the Board Meeting held Saturday July 27th, the Board Meeting held July 30th and a Special Board Meeting Held August 10th, 2019.

Chairman Scott asked for a motion. Mr. Beale made a motion to approve the three sets of minutes with one vote and Ms. Varns seconded the motion. There was no discussion and Chairman Scott asked for a vote. Mr. Varns, Mr. Scott, Ms. Perelli and Mr. Beale voted in favor of the motion. The motion passed.

- b. Discussion and possible action to approve the Financial Report for July 2019.

Chairman. Scott asked for a motion. Ms. Perelli made a motion to approve the Financial Report for July 2019 as presented and Mr. Beale seconded the motion. Chairman Scott read the financial summary to those present. There was no discussion and Mr. Scott asked for a vote. Ms. Varns, Mr. Scott, Ms. Perelli and Mr. Beale voted in favor of the motion. The motion passed.

10. AGENDA ITEMS FOR THE NEXT BOARD MEETING SEPTEMBER 21, 2019.:

- Approve draft Policy C210
- Determine the process to revise the 2020-2021 Budget.
- Revise 2020/2021 Budget to incorporate funds held in the Non-Tax Revenue Account with Wells Fargo and adjust an expense account to allow for the upcoming expenditure of the new ambulance.
- Discuss and determine if there is any value in keeping the Wells Fargo account.
- Discuss and determine the process for disposal of the ambulance being replaced.

11. ADJOURNMENT

There was no further business for the Board to conduct and the Public Meeting of the Blue Ridge Fire District Board was adjourned at 2:31 PM.

Respectfully submitted: August 26, 2019

Cynthia Perelli
Cynthia Perelli, Clerk of the BRFD Board

Minutes Approved: September 21, 2019

Cynthia Perelli
Cynthia Perelli, Clerk of the BRFD Board