



## BLUE RIDGE FIRE DISTRICT BOARD OF DIRECTORS

### MINUTES OF PUBLIC BOARD MEETING HELD AT THE BLUE RIDGE FIRE STATION MONDAY NOVEMBER 18, 2019

1. **CALL TO ORDER** –Chairman Shannon Scott called the meeting to order at 10:00 AM.
2. **PLEDGE OF ALLEGIANCE** – Chairman Scott led the assembly in the pledge of allegiance.
3. **ROLL CALL OF BOARD MEMBERS** –Board Members present were Larry Lambert, Shannon Scott, Cindy Perelli and Jack Beale. Judy Varns was absent.
4. **REVIEW AND ADOPTION OF AGENDA** – Chairman Scott asked for a motion to adopt the Agenda. Mr. Lambert made a motion to adopt the Agenda as written and Mr. Beale seconded the motion. There was no discussion. Chairman Scott asked for a vote. Mr. Lambert, Mr. Scott, Ms. Perelli and Mr. Beale voted in favor of the Motion.
5. **ANNOUNCEMENTS** The next Board Meeting will be held Saturday, December 21, 2019 at 11 AM.
6. **REPORTS AND CORRESPONDENCE**
  - a. Chairman’s Report – There was no report.
  - b. Chief’s Report – Chief Paine
    - Personnel: total 39, includes 14 volunteers, 19 part-time reserve, 5 full time and 1 part-time admin.
    - Apparatus: all vehicles in service
    - Incident: call volume for October – 23; includes 14 EMS, 1 Fire, 2 MVC, 6 Service Call
    - Training: 210.5 hours of training in October including landing zones, fire hose, water supply, cancer related risks, active shooter response, and emergency vehicle operation.
    - Updates: there is now new paint on all walls and new flooring in crew quarters is almost complete.
7. **CALL TO THE PUBLIC**

No member of the public had signed up to speak.
8. **OLD BUSINESS**
  - a. Discussion and possible action to develop a process for moving funds from the Wells Fargo account to the Coconino General Fund/Reserve Accounts.

Mr. Scott asked for a motion. Mr. Lambert made a motion to continue to discuss moving funds from the Wells Fargo account to the Coconino General Fund/reserve Account. Ms. Perelli seconded the motion.

Mrs. Wise gave the Board information on percentage of interest earned on the account at Wells Fargo vs the County. Chief Paine was asked to check with the County Attorney about Restricted Funds vs non-Restricted Funds. After further discussion it was decided to table this item for a future discussion by the Budget Committee and again by the Board closer to the end of the Fiscal Year.

There was no further discussion and Chairman Scott asked for a vote. Mr. Lambert, Mr. Scott, Ms. Perelli and Mr. Beale voted in favor of the motion. The motion passed.

b. Discussion and possible action on retaining Ambulance M-1.

Mr. Scott asked for a motion. Ms. Perelli made a motion to continue the discussion on retention of Ambulance M-1. Mr. Beale seconded the motion.

There was some discussion about staffing to support wild land assignments and operation of three ambulances vs two. Chief Paine said the if the Board voted to keep M-1 the new ambulance would be designated as M-3. There was no further discussion and Chairman Scott asked for a vote.

Chairman Scott asked that the motion be amended. Ms. Perelli amended her motion to: Retain Ambulance M-1 and provide all necessary equipment for the new ambulance to be known as M-3. Mr. Lambert seconded the amended motion.

Mr. Lambert, Mr. Scott, Ms. Perelli and Mr. Beale voted in favor of the motion. The motion passed.

**9. NEW BUSINESS**

a. APPROVAL OF MINUTES – Discussion and possible action to approve minutes from the Board Meeting held October 19, 2019.

Chairman Scott asked for a motion. Mr. Beale made a motion to approve minutes from the October 19, 2019 Board Meeting. Ms. Perelli seconded the motion. There was no discussion. Mr. Lambert, Mr. Scott, Ms. Perelli and Mr. Beale voted in favor of the motion. The motion passed.

b. APPROVAL OF FINANCIAL REPORT - Discussion and possible action to approve the Financial Report for October 2019.

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

c. Discussion and possible action to approve Chief’s Policy C202 Employee Disciplinary & Administrative Leave Policy.

Chairman Scott asked for a motion. Mr. Lambert made a motion to approve Policy C-202. Mr. Beale seconded the motion. There was no discussion. Chairman Scott asked for a vote. Mr. Lambert, Mr. Scott, Ms. Perelli, Mr. Beale voted in favor of the motion. The motion passed.

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

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**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 11:07 AM.

Respectfully submitted: November 19, 2019

Cynthia Perelli  
Cynthia Perelli, Clerk of the BRFD Board

Minutes Approved: \_\_\_\_\_

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