**BLUE RIDGE FIRE DISTRICT**

**NOTICE OF PUBLIC MEETING**

August 18th, 2017 @ 11:00 AM at Fire District Headquarters

**The Blue Ridge Fire District Board will meet in a PUBLIC MEETING on Friday August 18th, 2017 at 11:00 A.M. The Meeting will be held at the** Fire District Headquarters, 5023 Enchanted Lane, Happy Jack Arizona. **Board members or other participants may attend by telephonic means.**

**The following topics and any variables thereto, will be subject to Board consideration, discussion, approval, or other action. All items are set for possible action. Items will be considered in the order listed unless otherwise changed by the Board Chairman.**

**Sessions are open to the public. Pursuant to the Americans with Disabilities Act accommodations will be made available upon prior request to the Clerk of the Blue Ridge Fire District Board of Directors.**

**As indicated in the Agenda, pursuant to A.R.S. § 38-431.03(A) (1). The Blue Ridge Fire District Board may vote to go into executive session, which will not be open to the public, to discuss certain matters.**

**AGENDA**

**Meeting will be recorded unless otherwise noted**

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL OF BOARD MEMBERS**
4. **REVIEW AND ADDOPTION OF AGENDA**
5. **APPROVAL OF MINUTES**
	1. Discussion and possible action to approve Minutes from the Public Board Meeting held Friday, July 21st, 2017.
	2. Discussion and possible action to approve Minutes from the Special Public Board Meeting held Friday, July 28th, 2017.
6. **ANNOUNCEMENTS**
* Next Board Meeting will be held **Saturday, September 23, 2017**.
1. **REPORTS AND CORRESPONDANCE** (Oral reports of the following committees and discussion therein.)
	1. Board Chairperson’s Report – Ms. Seward
	2. Fire Chief’s Report – Chief Paine (or designee in his absence)
		1. Personnel
		2. Apparatus
		3. Call Volume
		4. Training
		5. Grants
		6. Prop 206 update
		7. Health Insurance update
		8. Verizon plan update
		9. Boundary Fire update
	3. Financial Report for August 2017
2. **OLD BUSINESS**
	1. Discussion and possible action to direct the Retirement Benefit Committee to formulate / prepare recommendations regarding allocations of 457b funds and to look at the District contributions.
	2. Discussion and possible action regarding the status of the preliminary Audit being performed by Saunders Ltd., Fire District Auditor of record. Status update will be provided by Sue Thompson, BRFD Bookkeeper/Admin.
	3. Discussion and status of the request to have CopperPoint Mutual audit BRFD processes and procedures for the employee workers compensation insurance. Chief Paine to provide this information.
	4. Discussion and status of moving all operational and reserve bank accounts to the Coconino County Treasurer. Chief Paine to provide this information.
	5. Discussion and possible action regarding the BRFD Retention Schedule Policy, which currently follows Arizona State policy.
3. **NEW BUSINESS**
	1. Discussion and possible action regarding the BRFD Annual Audit scheduled for August 30th and 31st.
	2. Discussion and possible action to determine if the BRFD fee schedule needs to be updated and approve an update if needed.
	3. Discussion and possible action to approve reclassifying liabilities and other line items on current FY Budget. Recommendations from Chief Paine.
	4. Discussion and possible action to review current protocols for remote access to BRFD Accounting systems, and make recommendations for changes if necessary.
	5. Discussion and possible action to provide the Board access to the BRFD Web Site for the purpose of posting Board Agendas and Meeting Minutes.
	6. Discussion and possible action to approve adding Chief Paine as the “primary contact” to all Wells Fargo accounts.
	7. Discussion and possible action to approve an expenditure $7,404 to Air Technology Solutions for maintenance on the Stations air handling system.
	8. Discussion and possible action to approve hiring Collection Agency of The High-Country Inc. to assist with collection of delinquent or unpaid medical billings.
	9. Discussion and possible action to go into Executive Session to perform a Quarterly Performance Review and discus other personnel matters pursuant to A.R.S. 38-431-03(A) (1). This Executive Session will not be open to the public.
4. **RECONVENE PUBLIC MEETING**
5. **CALL TO THE PUBLIC**

***The public is invited to speak on any area of concern. The Board of the Blue Ridge Fire District cannot discuss or act on items presented during the Public participation portion of the agenda pursuant to A.R.S. § 38-431.01(H). Individual Board members may ask questions of the public, but are prohibited from discussing or considering the item(s) among themselves until the items(s) are officially placed on an agenda for a future meeting. Individuals are limited to a five (5) minute presentation.***

***PLEASE INDICATE YOU’RE WISH TO SPEAK ON THE SIGN IN SHEET PROVIDED***

1. **AGENDA ITEMS FOR NEXT BOARD MEETING**
2. **ADJOURNMENT**

***COPIES OF THE AGENDA ARE AVAILABLE IN THE AGENDA BOX LOCATED ON THE SOUTHEAST CORNER OF THE BLUE RIDGE FIRE STATION***