



# Blue Ridge Fire District

## Blue Ridge Fire District Board of Directors Meeting

928-477-2751

<http://www.brfdaz.org/>

**February 15, 2024**

5023 Enchanted Lane  
Happy Jack, Arizona 86024

### Minutes

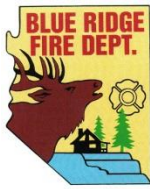
1. Call to Order 10:03 by Chair Mike Bourne
2. Pledge of Allegiance
3. Roll Call of Board Members
  - a. Brian Alexander, Mike Bourne, Laurie Hawke, Linda McDermott, Casey Alexander
4. Review and Adoption of the Agenda  
Brian Moved and Casey 2<sup>nd</sup> motion to amend the agenda to add Personal Appearance Standards Policy 1027.4 Tattoos edit to Old Business  
Motion passed unanimously
5. Call to the Public—no public were present

#### CALL TO THE PUBLIC: ARS 38-431.01 (H)

A public body may make an open call to the public meeting, subject to reasonable time, place and manner restrictions, to allow individuals to address the public body on any issue within the jurisdiction of the public body. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.

6. Review and Adoption of Minutes to January 20, 2024 Board Meeting
  - a. Brian moved and Casey 2<sup>nd</sup> motion to approve the minutes to the January 20, 2024 Board meeting  
Motion passed unanimously
7. Announcements
  - a. Casey reported that Blue Ridge Community Support Team is increasingly viable as an entity and looking forward to supporting the community this summer.  
Search training will be available May 31-June 2<sup>nd</sup>, 2024 at the Fire Station  
Approved as an LLC and 501C3
  - b. Reason for the Board Meeting Date Change
  - c. First Starlighter Breakfast February 24, 8:00 am at the Starlight Community Center
8. Reports and Correspondence
  - a. Chairperson's Report
    - i. BRFD Alternate Pension and Benefit Plan (457b) update
      1. Requested Innes and Associates for final accounting, however no proposal was given; no estimate of costs
      2. Schwab account has been liquidated
      3. Wells Fargo account opened for funds, distribution is pending
      4. Saunders will look at figures
      5. PSPRS Board is pursuing independent medical examination/evaluation of medical retiree.
      6. PSPRS training for PSPRS board members upcoming
        - a. Brian indicated a desire to also attend
      7. Recent Water outage in Starlight Pines, difficulty finding isolating valves. Churches and Fire District also without water. Improving communication is a priority. (Fire District needs to know what hydrants are active and which are not.)
      8. February 21, 2024 at 11:00 am meeting of the Special Districts Coalition Steering Committee
  - b. Chief's Report
    - i. Personnel:

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1. 6 Full time, 2 Part Time, 11 Paid Reserve, 14 volunteer, 4 applications for volunteer pending
  - ii. Apparatus: All in Service
  - iii. Incident Report: Total for January 9
    1. 5 EMS, 0 Fire, 3 MVC, 1 Service Call
  - iv. Training Report
    1. 171 hours of training in January including airbag lifting and stabilization, radio comms, portable fire extinguishers, winter weather response, and c-spine backboard and vacuum splint for pediatric patients.
    2. Chief Paine attended the AFDA Conference in Laughlin, NV and Paramedic Engineer Cat Sobel attended the EMS Game Changers Conference in Phoenix, AZ
  - v. Updates/Announcements
    1. New Engine Update:
      - a. Pictures...looking great!
        - i. Should be available soon
    2. New Dodge pickup in Flagstaff for radio
    3. 2024 property valuation from Coconino County Assessor's Office received
    4. 2023 Coconino County Report completed/sent to County Clerk
    5. 2023 BRFD Audit sent to the County Treasurer
    6. ISO review is completed
    7. SAFER Grant final closeout is completed
    8. New Federal, State, and Local grants in process
    9. Active Violence Community Response training in Pine on March 13<sup>th</sup>, at the Pine First Baptist Church
    10. Guatemala mission trip March 14-23, 2024
    11. 2<sup>nd</sup> Annual "Welcome Back to the Mountain" Pancake Breakfast May 4, 2024 8:00 AM
9. Review and Adoption of the January Financial Report  
Laurie Moved and Brian 2<sup>nd</sup> motion to adopt the January Financial Report  
Motion passed unanimously
10. OLD BUSINESS
- a. Discussion and possible action to approve edit to the Policy Manual Personal Appearance Standards 1027.4 Tattoos
    - i. Chief presented the proposed change; strike the first 2 sentences and -also- in the 3<sup>rd</sup> sentence.
    - ii. Discussion  
Brian Moved and Linda 2<sup>nd</sup> motion to edit the Policy Manual Personal Appearance Standards 1027.4 Tattoos  
Motion passed unanimously
11. NEW BUSINESS
- a. Discussion and possible action to approve a schedule for the 2024-2025 Budget Committee
    - i. First draft budget can be ready anytime, dependent upon vendor quotes
    - ii. Discussion
    - iii. First meeting February 27, 2024 10:00 am
      - a. Agenda items: election of Chair and Clerk, and exposure to the 1<sup>st</sup> draft, include public comment.
    - iv. Tentative time line: Approve proposed Budget and post after Board meeting on April 20<sup>th</sup>; Public Hearing on May 18<sup>th</sup> 9:00 AM; possible final approval on May 18<sup>th</sup> at regularly scheduled Board meeting
12. Adjournment  
Linda moved and Casey 2<sup>nd</sup> motion to adjourn the meeting at 11:13  
Motion passed unanimously