



Desert Hills Fire District

3983 London Bridge Road
Lake Havasu City, AZ 86404
(928) 764-3333 (FAX) 764-2397

Desert Hills Fire District Board Meeting Minutes Regular Meeting January 17, 2018

1. Call to order

Board Member Shelton called to order the Desert Hills Fire District Board meeting at **9:00 a.m. on Wednesday, January 17, 2018, at** the Desert Hills Fire Station SiMock Room located at 3983 London Bridge Road, Lake Havasu City, AZ.

2. Pledge of Allegiance

Pledge of Allegiance commenced by Board Member Shelton

3. Roll Call

The following Board Members were present:

Brad Shelton
Mathew Espinoza
Dolores Moscou
Tom Roger

Also in attendance:

Fire Chief Pat Dennen
Administrative Specialist Lisa Harrison

4. Call to the Public: None

5. Approval of Regular Meeting Minutes for December 20, 2017: Motioned by Board Member Roger to accept the December 20, 2017 Regular Meeting Minutes, seconded by Board Member Espinoza; all in favor.

6. Reports:

a.) **Financial Report-December 2017:** Administrative Specialist Harrison stated that cash in the Grant Savings Account is \$67,257.81, Payroll Account \$57,641.84, Petty Cash \$100.00, Special Revenue Checking Account \$48,212.93, Special Revenue Savings Account \$32,449.92, Warrant Account \$455,980.04, with a total balance of \$661,642.54. Approval of Financial Report motioned by Board Member Espinoza, seconded by Board Member Moscou; all in favor.

b.) **Chief's Report:**

- Kurt Fowler continues to recover; he was shot in Las Vegas the bones in his lower leg were fractured, one bone is healing well the other is not and will need surgery sometime soon. Time out unknown.
- Captain David Rodriguez out on Workers Compensation for 10 more weeks for an injury. The crew was on a fire investigation for an illegal fire in Crystal Beach. He tumbled down a hill, hit his head and separated his shoulder.
- Kit Borg is still off. His next appointment is the 25th and we're hoping a full release.
- Tim Caso had an off duty medical event while in PHX at a physical fitness test. He is at a doctor appointment in Bullhead City for an evaluation, after that we'll see where he stands then we'll need schedule him for another physical to see where that goes. He continues to be off.

- Recruitment for Clerical Assistant is ongoing, interviews begin January 18th. Budget includes 2 positions.
- Unit 1526 (Brush Control) you authorized to surplus is still available and will continue to be advertised.
- Extrication and Rapid Intervention Team training is complete.
- We're updating air quality testing on our air compressor to a NFPA 1500 Standard which means now it will be tested quarterly via a test kit sent to us, do a sampling, send the kit back in. So we're upgrading our testing so our air quality is clean. The other compressor was put out of service and sent to station 2.
- Our call volume for 2017 was 668.
- We're developing a new training calendar to mirror what the city is doing to take advantage of their facility, instructors, course outlines. This will maximize instructors and props available.
- Target Safety - Met with the Sheriff to discuss PILT money. We had a response out in the desert on a fatal mobile home fire. The City of Havasu didn't want to send their investigator because it was outside the city, the Sheriff didn't have an investigator available and called us to see if we'd go, which we did and we did the investigation. PILT money is revenue source that comes into the state of AZ yearly, and several million is comes to Mohave county for the purpose of providing fire, search and rescue and law enforcement in public owned lands. Generally we've never been subject to reimbursement under the pelt formula. I met with the Sheriff to let him know we are going to bill him for our time. He suggested we meet with a couple of members of County Board Supervisors to let them propose it to the Board. So we'll be working forward on that.

c.) **DHFD Wildland Report:** The District received \$3367.00 grant from the VFA. We also certified two Fire Fighter as Fire Fighter 1 Red Carded. We have a Wildland refresher course coming up mid-February for S130 & S190 course. 1516 went to its first maiden voyaged to a boat fire in the desert and is a reimbursable instance and will be billed for a couple of hours.

d.) **DHFD Auxiliary Report:** Dee Moscou reported 492 people were served and \$3171.00 was deposited for the January pancake breakfast. Thanks to the Auxiliary.

e.) **Correspondence:** None

7. **New Business:**

- a. Discussion possible action to approve 5 FT vacancies. Fire Chief Dennen is requesting the board to approve filling the 5 vacant positions. Approval to retain the 3 SAFER Grant FF, moving them to FT and replacing the 2 vacancies that moved to LH. Further discussion since Jonathan who is here, works for the Bullhead Fire, he is a current Safer Grant employee and will be moving to paid call status. Board Member Espinoza motioned to approve hiring the 5 FT vacancies, seconded by Board Member Moscou; all in favor.
- b. Discussion and possible action Target Solution Software Training Program. Captain Erikson elected to the Training Officer and has had inquiries about Target Solution. Target Solutions is an online training program that keeps us compliant with all Federal, State and Local mandated classes needed, automating of all the records pertaining to student training. Even if we drop the company in a year our records will be available in the Cloud forever. No more paper copies. \$3364.08 annually fee. Board Member Espinosa motioned to authorize Chief Dennen to enter into an agreement with Target Solution Software Training Program for 1 year, seconded by Board Member Moscou; all in favor.

8. **Board Member Comments:**

- a. New business to be considered on future agendas: None
- b. Comments: None

9. **Call to the Public:** None

10. **Adjourn:** Motion to adjourn at 9:27 by Board Member Shelton, seconded by Board Member Roger, all in favor.