



Blue Ridge Fire District

February 18, 2023 Board Meeting Minutes

Due to technical difficulties the meeting was not recorded.

1. Meeting was called to order at 10:00 by Clerk Laurie Hawke
2. Pledge of Allegiance
3. Roll Call of Board Members
Mike Bourne, Chair—Present by phone
Brian Alexander—Present Laurie Hawke—Present
Linda McDermott—Present Casey Samsill—Present
4. Call to the Public No Public responded
5. Review and Adoption of the Agenda
A motion to approve the agenda was made by Casey Samsill and Brian Alexander seconded. The motion passed unanimously.
6. Review and Adoption of the Minutes for the January 21, 2023 meeting.
A motion to adopt the minutes for the January 21, 2023 meeting was made by Brian Alexander. Linda McDermott seconded. The motion passed unanimously.
7. Announcements
 - a. Mike Bourne stated that the next Board Meeting will be March 18, 2023 at 10:00 AM at the Firehouse.
8. Reports and Correspondence
 - a. Chairperson's report
 - i. Mike Bourne stated that he has received good feedback from the community regarding the courtesy, kindness, and caring of the firefighters. Also, a big thank you to Beth Wise for her terrific work with the financial reports.
 - b. Chief's report
 - i. Personnel: 15 volunteer, 15 paid reserve, 6 full time and 2 part-time
 - ii. Apparatus Report: All in service
 - iii. Incident Report: 14 Total: 8 EMS; 0 Fire; 1 MVC; 5 Service Calls
 - iv. Training Report: 232 hours completed, including Holmatro air bag lift systems, Res-Q-Jack vehicle stabilization, Holmatro electric tool extraction and demonstration; patient triage and treatment; and bleeding with shock.
 1. Engineer Cat Sobel completed Fire Instructor I which is a requirement in the Northern Regional Task Book for Captain.
 - v. Updates: 2021-2022 Annual Audit completed; 2022 Coconino County Annual Report submitted; AZDHS 2023 Automatic Ambulance Rate Increase will be 3.95%; 2023 BRFD Property Valuations increased 4.9%



Blue Ridge Fire District

9. Review and Adoption of the January, 2023 Financial Report

A motion to approve/adopt the January, 2023 Financial Report was made by Brian Alexander and seconded by Casey Samsill.

The motion passed unanimously.

10. OLD BUSINESS—There was no Old Business

11. NEW BUSINESS

- a. Discussion and possible approval of the Audit Report conducted by Saunders Company, LTD.
Discussion: Chair Mike Bourne stated the report noted the \$326,000 unfunded liability (PSPRS).
The motion to approve the Saunders Audit Report was made by Casey Samsill and seconded by Brian Alexander.
The motion passed unanimously.
- b. Discussion and possible approval of fund transfer requests from the Alternative 457b plan held by Innes & Associates to the Nationwide Plan.
There were no requests.
The motion to table this item was made by Linda McDermott and seconded by Brian Alexander.
The motion passed unanimously.
- c. Discussion and possible formation of a Budget/Finance Committee to work on and prepare a draft Budget Plan for fiscal Year 2023-2023.
Discussion and volunteers were requested.
The motion to appoint Brian Alexander, Laurie Hawke, and Mike Bourne was made by Linda McDermott and seconded by Casey Samsill. The motion passed unanimously.
Fire Chief Paine reminded all committee members that no action will be taken at committee meetings, they prepare a recommendation for the Fire Board as a whole.
- d. Discussion and possible formation of a committee to review and update the Governing Board Bylaws/Rules of Procedure.
Discussion and volunteers were requested.
The motion to appoint Linda McDermott Casey Samsill and Mike Bourne was made by Brian Alexander and seconded by Laurie Hawke.
The motion passed unanimously.

12. Adjournment

The motion to adjourn the meeting was made by Brian Alexander and seconded by Linda McDermott.

The motion passed unanimously.

The meeting adjourned at 10:23 AM

Respectfully submitted,

Laurie M. Hawke

Clerk of the Board