



Blue Ridge Fire District

Blue Ridge Fire District Board of Directors Meeting

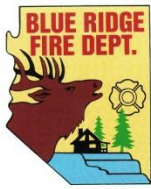
928-477-2751

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

January 20, 2023
5023 Enchanted Lane
Happy Jack, Arizona 86024

Minutes

1. Meeting was called to order at 10:04 by Chair Mike Bourne
2. Pledge of Allegiance
3. Roll Call of Board Members
Present: Brian Alexander, Mike Bourne and Casey Samsill
Absent: Laurie Hawke and Linda McDermott
4. Review and Adoption of the Agenda
 - a. Brian moved and Casey 2nd the motion to adopt the agenda
 - b. Motion passed unanimously
5. Annual Audit Review by Saunders
 - a. Jim Saunders provided an overview of the audit. He reported that no issues were found and the District is well run fiscally.
6. Call to the Public
 - a. No public commented
 - b. Mike mentioned he has received comments from the community that they appreciate the Chief and the BRFD team.
7. Review and Adoption of Minutes to December 16 2023 Meeting
 - a. Casey moved and Brian 2nd the motion to adopt the minutes to the December 16, 2023 meeting
 - b. Motion passed unanimously.
8. Announcements
 - a. None
9. Reports and Correspondence
 - a. Chairperson's Report
 - i. Alternative 457b Pension & Benefit Board
 1. Innes & Associates have liquidated all invested funds
 2. \$3500 deposit required prior to completing final accounting and individual account values.
 3. Innes & Associates was asked for proposal for final compilation and accounting and tax statements to close.
 - ii. PSPRS Board Meeting held January 16th



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1. PSPRS was asked questions regarding the medical disability retirement case.
 - a. Mike summarized the discussions.
 - b. The Local PSPRS Board approved a motion to have a medical exam performed within 90 days.
 - c. PSPRS training will be on March 6, 2024 in Phoenix. Three members of the Board, maybe 4, will attend.
 - d. Next PSPRS meeting is May 6, 2024 at 9:00 am
- iii. Arizona Special Districts Steering Committee met on January 17, 2024
 1. Az Special Districts Coalition would be affiliated with the National Special Districts Coalition.
 2. 1 member of each Az Special District (20+) would compose the Steering Committee
 3. Membership cost is to be determined
 4. AFDA has committed to be a member of the NSDC at a cost of \$5000.
 5. Next meeting is February 21, 2024 at 11:00 am
- b. Chief's Report
 - i. Personnel: 6 full time, 2 part time, 11 paid reserve and 14 volunteers
 - ii. Apparatus Report: All in service
 - iii. Incident Report: Total call volume for December was 16: 10 EMS, 0 fire, 1 MVC, and 5 service calls
 - iv. Training report: 209 hours of training in December, including initial response, radio communications, policy review, patient triage, highway safety/cleanup, and respiratory protection
 - v. Updates/Announcements
 1. 2022-23 Saunders Final Audit received
 2. 2022-23 ARCR and final audit submitted to AZDHS
 3. Billy Chester has been promoted from Captain to Battalion Chief
 4. Guatemala mission trip March 14-23, 2024
10. Review and Adoption of the December Financial Report
 - a. Discussion regarding Grant income/expense procedures
 - b. Brian moved and Casey 2nd to accept the December Financial Report
 - c. Motion passes unanimously
11. OLD BUSINESS
 - a. None
- 11.NEW BUSINESS



Blue Ridge Fire District

a. Formation of a Budget Committee for the purpose of preparing and proposing the BRFD 2024-2025 Budget plan.

i. Committee to include: Brian Alexander, Laurie Hawke, Linda McDermott and Casey Samsill

ii. Guidelines:

a. Meetings must follow Open Meeting Laws

b. 1st meeting must elect a Chair and minutes must be taken

c. Timeline must be followed

d. Valuations should be available in early February to help understand income.

12. Adjournment

Meeting was adjourned at 10:46

Respectfully submitted,

Laurie Hawke
Clerk of the Board

Approved