

BLUE RIDGE FIRE DISTRICT BOARD OF DIRECTORS

MINUTES OF PUBLIC MEETING HELD AT THE BLUE RIDGE FIRE STATION

SATURDAY, JANUARY 27TH, 2018

1. **CALL TO ORDER**

Chairman Shannon Scott called the meeting to order at 11:02 AM.

2. **PLEDGE OF ALLEGIANCE**

Chairman Scott led the assembly in the pledge of allegiance.

3. **ROLL CALL OF BOARD MEMBERS**

Members present were Pete Fenton, Monty Blosser, Cindy Perelli, and Shannon Scott. Chief Paine was also in attendance.

4. **REVIEW AND ADOPTION OF AGENDA**

Mr. Blosser made a motion to adopt the Agenda as written; motion was seconded by Mr. Fenton. Ms. Perelli noted that there was an error on the date given for the Special Meeting minutes approval. The motion was amended to approve the corrected Agenda. Motion passed 4-0.

5. **APPROVAL OF PREVIOUS MINUTES**

- a. Discussion and possible action to approve Minutes of the Board Meeting held Friday, December 16th, 2017 and the Special Board Meeting held Saturday, January 19th, 2018. Mr. Scott asked for a motion to approve the minutes. Mr. Blosser made a motion approve both sets of minutes as written. A discussion identified that the date of the Special Meeting minutes was incorrect on the Minutes. Mr. Blosser amended his motion to add that the minutes be approved with the identified corrections. Mr. Fenton seconded the amended motion. Mr. Scott asked for a vote to accept the Mr. Blosser's motion. Motion passed 4-0.

6. **ANNOUNCEMENTS**

- a. Mr. Scott read the reminder that the next meeting to the Blue Ridge Fire District Board will be held Friday February 16th, 2018 at 11:00 AM.

7. **CALL TO THE PUBLIC** – Chairman Scott noted that the Call to The Public has been moved to the beginning of the Agenda. This will be permanent change to the Agenda format, and is being done to allow public speakers to comment before other Board business is conducted.

There were no public comments at this meeting.

8. **REPORTS AND CORRESPONDANCE**

- a. Board Chairman's Report – None
- b. Fire Chief's Report – Chief Paine read his Chief's Report. A copy of this report is available in the Public Book at the Fire Station. Chief Paine announced that the District had received a \$10,000 Assistance to Volunteer Fire Fighters Grant which requires a matching amount from the District.
- c. Report on status of PSPRS Board – Ms. Perelli, Chairman of the PSPRS Local Board announced that a public meeting of the Local Board had taken place on December 8th, 2017, and noted that Minutes from that meeting were available to the Public at the Fire Station. She also stated that the PSPRS Board had requested that an item be added to the Agenda of the District Board public meeting. See item 9.f) on this Agenda.
- d. Committee or other reports
 - I. None

9. **OLD BUSINESS** – None

10. **NEW BUSINESS**

- a. New Board Member, Mr. Beale to take the Oath of Office.

Ms. Perelli, Clerk of the Board, gave the Oath of Office to Mr. Beale. Mr. Beale then took his seat as a Member of the Blue Ridge Fire District Board of Directors.

- b. Discussion and possible action to review and approve the District Monthly Financial Report for December 2017.

Mr. Scott asked for a motion to approve the Financial Report. Ms. Perelli made a motion to approve the monthly Financial report for December 2017 as written. Mr. Fenton seconded the motion. Mr. Fenton read the Financial Report Summary to all present. There was no discussion. Motion passed 5-0.

- c. Discussion and possible action to review hiring requirements for physicals to add cardio test component.

Mr. Scott asked for a motion. Mr. Perelli made a motion to review the hiring policy and if applicable add a cardio component to that Hiring Policy. Mr. Blosser seconded the motion.

Ms. Perelli read the minutes from the PSPRS Local Board meeting held August 31, 2017, which identified an area of concern in BRFD hiring process. After some discussion at the PRPRS meeting, it was determined that the District Board should be asked to initiate a review of the District Hiring Policy to see if there is a need to add a cardio component to the hiring physical that would identify a preexisting cardio issue.

After some discussion, and further input by FF Brandon Sewell of the PSPRS Local Board, it was determined to turn the issue over to Chief Paine to review the current Policy requirement for hiring physicals, determine if a change is needed and update the District Board on costs associated with adding a cardio test to the physical requirement.

Ms. Perelli amended her motion to “request that Chief Paine look in to cost associated with requiring a cardio element to the pre-hiring physical and report to the Board”. Mr. Blosser seconded the amended motion. Motion passed 5-0

- d. Discussion and possible action to establish the 2018/2019 budget committee, and define prerequisites and other requirements.

Mr. Scott asked for a motion. Ms. Perelli made a motion to establish a 2018-2019 Budget Committee and define the prerequisites and other requirements needed for that Committee to establish the Budget for 2018/2019. Mr. Fenton seconded the motion.

The discussion highlighted the need for a 5-year plan, a 10-year equipment replacement schedule, and a set of goals for the Committee to operate under. Ms. Perelli made note of her request for a Board Work Session to address the issues. After further discussion, it was determined that this work session will be scheduled for Monday, February 5th at 2PM.

Mr. Scott asked for Board volunteers for the Budget Committee. Ms. Perelli and Mr. Beale volunteered for the Budget Committee, which will also include Chief Paine.

Ms. Perelli amended her motion to state: “We should approve establishment of the Budget Committee as defined and establish a work session required to get reports and documents in place for the Budget Committee”. The amended motion was seconded by Mr. Blosser. Motion passed 5-0

e. AFDA Conference update by Board Members, Mr. Blosser, Mr. Fenton, Ms. Perelli and Chief Paine.

Mr. Scott asked those that attended to comment on highlights of the Conference.

- Mr. Blosser commented on learning more regarding the Arizona open meeting law and criminal statutes.
- Mr. Fenton commented on how many laws can be broken by fire district boards and read a list of some penalties that can pertain to these infractions.
- Mr. Perelli commented on her interest in the open meeting law and that she always learned something new when attending the Conference.
- Chief Paine commented that it was his first time attending and discovered that his main role was watching over the Board and helping them with compliance, and felt that attending the Conference was a definite benefit.

No action was required by the Board on this item.

11. FUTURE AGENDA ITEMS

- 2016/2017 Audit Presentation to Board.
- Update by Chief Paine on request by the Local PSPRS Board regarding adding a cardio element to hiring process physicals and associated cost.
- Determine Budget Committee meeting schedule and document prerequisites for same.

12. ADJOURNMENT

Chairman Scott adjourned the meeting at 11:57 AM

Respectfully submitted:

Cynthia A Perelli
Cynthia Perelli, Clerk of the BRFD Board

Date: 1/30/2017

Approved: _____

Cynthia Perelli, Clerk of the BRFD Board