



## BLUE RIDGE FIRE DISTRICT BOARD OF DIRECTORS

### MINUTES OF PUBLIC BOARD MEETING HELD AT THE BLUE RIDGE FIRE STATION SATURDAY MAY 16, 2020

Please note that this meeting was held by tele-conference due to Coronavirus restrictions.

1. **CALL TO ORDER** –Chairman Shannon Scott called the meeting to order at 10:00 AM.
2. **PLEDGE OF ALLEGIANCE** – Chairman Scott led the assembly in the pledge of allegiance.
3. **ROLL CALL OF BOARD MEMBERS** –Board Members present were Larry Lambert, Judy Varns, Cindy Perelli, Shannon Scott and Jack Beale. Meeting was conducted telephonically due to Coronavirus restrictions.
4. **REVIEW AND ADOPTION OF AGENDA:**

Chairman Scott asked for a motion to approve the Agenda. Mr. Beale made a motion to approve the Agenda as presented and Mr. Lambert seconded the motion. There was no discussion and Chairman Scott asked for a vote. The vote was unanimous in favor of the motion and motion passed.
5. **ANNOUNCEMENTS:** Next Board meeting will be June 27, 2020 at 10AM.
6. **REPORTS AND CORRESPONDENCE**
  - a. Chairman’s Report: non presented
  - b. Chief’s Report for April 2020:

Personnel: 46 total - 21 volunteers, 20 paid reserve, 4 full time and 1 part time admin.

Apparatus Report: All vehicles in service.

Incident Report: call Volume – 13 total - 9 EMS, 2 fire, 1 MVC, 1 Service Call

Training Report: 236 hours during the month of April including driver training, water supply, fire attack, PPE and updated medical treatment/transport guidelines.

Updates to the Board:

    - Successful 3.25 percent ambulance rate adjustment begins June 1<sup>st</sup>.
    - Quotation received from Saunders for 3-year audit contract.
    - Upcoming election (applications and signatures)
    - Signed 2020-2022 CFRA received back from AZDFFM.
    - AFCA/AFDA summer conference is cancelled.
    - One estimate for door security received.
7. **CALL TO THE PUBLIC**

This meeting was held by tele-conference.
8. **OLD BUSINESS**
  - a. Discussion and possible action on Station security system proposals.

I was decided that this was for information purposes at this time and no action was needed by the Board.

Chief Paine provided information on one proposal he had received so far. There are two other quotes pending. Titan, for alarm and security the estimate was \$12,881 to \$15,000. This

included 4 doors with card reader and 3 doors in crew quarters via wi-fi with card reader. Plus, a monthly monitoring fee of \$100.

Chief Paine asked Ms. Varns to provide information she had found from someone local who is doing this service for Starlight Pines Community Center. To date she had not been able to talk to this person.

**9. NEW BUSINESS**

- a. APPROVAL OF MINUTES: Chairman Scott asked for a motion. Ms. Perelli made a motion to approve the minutes as presented. Ms. Varns seconded the motion. There was no discussion and Chairman Scott asked for a vote. The vote was unanimous in favor of the motion and motion passed.
- b. APPROVAL OF THE APRIL 2019 FINANCIAL REPORT: Chairman Scott asked for a motion. Mr. Lambert made a motion to approve the Financial reports for April 2020 as presented. Ms. Varns seconded the motion. The Financial Summary was not read due to their only being Board Members and Chief Paine present and all had received copies. There was no discussion and Chairman Scott asked for a vote. The vote was unanimous in favor of the motion and motion passed.
- c. DISCUSSION AND POSSIBLE ACTION TO APPROVE THE ENGAGEMENT LETTER FROM SAUNDERS COMPANY, LTD FOR FINANCIAL AUDIT SERVICES FOR THE YEARS ENDING JUE 30, 2020, 2021, 2022. Chairman Scott asked for a motion. Ms. Perelli made a motion to approve the Engagement Letter from Saunders and Co. Ltd for the years specified. Ms. Varns seconded the motion. Mr. Beal commented that they were doing a good job and we should retain them for this service. Mr. Lambert and Ms. Varns agreed. There was no further discussion and Chairman Scott called for the vote. The vote was unanimous in favor of the motion and motion passed

**10. AGENDA ITEMS FOR THE NEXT BOARD MEETING**

- Old Business: Discussion and possible action on Station security proposals.
- Discuss and approve holding a Board Election in 2020.
- Discuss virtual Board Meeting proposal and tele-conference set up, for Board Meetings.
- Discuss and approve moving funds July 1st to support first quarter operations in 2020/2021 fiscal year.
- Discuss and approve Tentative Budget and establish date for Public Hearing on same.
- Discuss and approve dental and vision benefit for full time crew members.

**11. ADJOURNMENT**

Chairman Scott adjourned the Public Meeting of the Blue Ridge Fire District Board at 10:44AM.

Respectfully submitted: May 19, 2020

Cynthia Perelli  
Clerk of the BRFD Board

Minutes Approved: \_\_\_\_\_ + \_\_\_\_\_

\_\_\_\_\_  
Clerk of the BRFD Board