



SUNSTITES-PEARCE FIRE DISTRICT

SERVING RESIDENTS OF THE SUNSTITES-PEARCE FIRE DISTRICT,
AND NEIGHBORING COCHISE COUNTY

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Sunsites-Pearce Fire District Regular Meeting September 24, 2013

1. **Call to Order** – The meeting was called to order at 10:30 a.m. by Mr. Schelling.
2. **Pledge of Allegiance** – Captain Escarcega led the attendees in the Pledge of Allegiance.
3. **Call to the Public** was moved to the end of the Meeting.
4. **Consent Agenda**

A. Approval of Warrants. Mr. Schelling approved all Warrants.

B. Financial Reports. Jill Schultz went over the Financial Reports with Mr. Schelling. See Attached Report. Schultz indicated that the District has been receiving revenues from the new Out-of District billing system and the program is going well, as well as the Account Receivable's tracking. The Quickbook accounts have been corrected by Mrs. Patience, the District's Auditor. Schultz has been continuing to work with Cochise Collections regarding the past accounts turned over to them as far back as 2008.

Mr. Schelling commented on the Account Payable in the amount of \$180.61 which is owed to him. He explained that he, being considered as an employee of the District, obtained health insurance through the District, which he pays for. The \$180.61 represents the amounts due and owing him after his insurance premium.

Mr. Schelling approved the Financial Report.

C. Approval of Expenses. Mr. Schelling approved all Expenses.

D. Approval of Minutes Mr. Schelling approved the Minutes from the August 27, 2013 Regular Meeting.

5. **Action Agenda.**

A. Discuss and possibly vote on the approval of the District entering into the AMR Contract.

Interim Chief Steinberg explained the AMR (American Medical Response) program indicating that it was a large EMS company that has many bases across the US. AMR has a contract with FEMA. In the event of any large scale event or emergency where

there is a need for a large number of ambulance or helicopters, AMR is contacted by FEMA and dispatches contracted emergency personnel and vehicles to the emergency area. The program runs much like the Wildland Contract the District has with the AZ Forestry Service. AMR pays for all lodging, fuel and food from portal to portal. They pay \$172 per hour from the time the Unit is dispatched out until it returns to base 24 hours a day. This would be a beneficial program to the District if at the time of the event the District has available staffing and equipment in good working order. It would provide additional revenue. The District has the option to turn down an assignment if it is not in the position to provide the staff or equipment requested by AMR. Interim Chief Steinberg indicated that the District has contacted AMR and had all questions answered. In addition, Steinberg feels this is a good program and would recommend that the District entering into the Contract with AMR.

Schultz indicated that the program would provide the meals and lodging at the time of the District arriving at the scene. The staff would receive a credit card from AMR at the time of their arrival which would pay for all meals, lodging and fuel, unlike the Federal Wildfire program, where the District pays up front and then waits for reimbursement. In addition, they will provide and restock medical supplies at AMR's expense. The Contract indicates that the District will be paid within 45 days.

Mr. Schelling inquired as to the upfront fees, whereby Steinberg responded that the District would be responsible for the payroll as well as the fuel to the scene, but would be reimbursed within 45 days following the incident.

Mr. Schelling approved the District entering into the AMR Contract.

- A. Discuss and possibly vote on holding a Community Meeting to develop a Firewise Program.** Mr. Schelling indicated that at the Lion's Club Meeting it was brought to attention that there were many individuals concerned about the weeds and yards that were in need of clean up. Mr. Schelling went to the County and was told that basically they do not have an ordinance regarding weeds. They do have an ordinance regarding nonworking vehicles. Mr. Schelling asked Mr. Lance to take pictures of the properties and Mr. Schelling would take them, as well as the Complaint Form to the County for enforcement.

It was also brought up that a Community Meeting be set up to develop a community clean up day, or Firewise Program. Mr. Schelling will be in the District on Tuesday, October 8 and was inquiring if that would be a good day to hold the meeting at the Sunsites Station at 11 a.m. The District can assist in setting up the program and assisting with the cleanup within the District on public property but not on private property.

Mr. Shelling approved having a Community Meeting on October 8, 2013 at 11 a.m. at the Sunsites Station.

2. **Fire Chief's Report.** Interim Chief Steinberg presented the Fire Chief's Report. He reported the number of EMS and Fire calls the District had over the past month. Over the past month there were 28 EMS calls and 9 Fire Calls. The total EMS and Fire calls year to date are 409.

Training:

1. Interim Chief Steinberg reviewed with the Public the training sessions the firefighters have been completing for the week, including Altair gas meter and area orientation. Monthly Training will be conducted at 1400hrs on 9/24/2013
2. EMS training through SVRHC was conducted September 17, 2013. Training was CPAP and tourniquet usage. We are scheduling monthly EMS training with Life Net Arizona.
3. Captain Escarcega attended the Arizona State Fire School in Phoenix on September 4th-8th. He completed and passed the fire instructor 2.

Wildland:

1. We have been on additional Wildland assignments since the last meeting. The assignments were; August 10, 2013, the Butler fire in California. E301 spent 21 days on that assignment. We currently have \$ 62,242.23 billed out for the Butler, Carpenter 1, Rough, Bisbee, and Texas summit fires.
2. Out of District Assignment was the Wood Ranch fire. We currently have \$14,446.18 billed out for the Wood Ranch, Van Ness, Road Runner, and Fern Rd Fires. We have received \$4,495.05 from the Star View Fire. Van Ness and Fern Rd. fires have been turned over to collections for nonpayment. Initial collections letters have been sent by Cochise Collections

Hazardous Materials: Nothing to Report

Maintenance:

1. Medic 302 is still on limited use due to oil leak. We will be repairing soon.
2. E 306 had rear brakes replaced along with rotors and wheel seals. Cost was \$321.06
3. Engine 301 needs ignition and air condition repair. Also needs rear main oil seal and transmission slitter repair.
4. T 309 is in service, fuel leak repaired in house.

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Communications:

1. The District has received responses for the HVAC bids.
2. The Fire District Open House will be held on October 12, 2013 from 1100-1400hrs. Fire district staff are planning and coordinating this event.
3. Admin/Secretary Schultz and Interim Chief Steinberg have been meeting with the auditor at the Station and are making progress in correcting the QuickBooks issues and accounts receivable tracking. Monika Patience, CPA will be meeting with James Saunders on Friday, September 27, to review the work papers. Mr. Saunders allowed Monika one hour for the review.
4. P.O. Box 412 has been cancelled.
5. We are working with the Cochise County Sheriff's Office in an attempt to have an expired medication drop box installed at the station. We are hoping to have this in place soon.
6. The RUOK program has been reported to being utilized. Citizens may drop off applications at the station and to they will be taken to CCSO.
7. We will be doing an EMS standby at the Amerind Foundation on October 5, 2013.

Call to the Public: Mr. Frei thanked Mr. Schelling for apologizing for the mistake made at the Lion's Club Meeting and indicated that he felt that Chief Steinberg owed Mr. Schelling an apology as Chief Steinberg was the individual that gave Mr. Frei the line of credit amount prior to the meeting.

Mr. Frei went on to say that in-house repairs on equipment that includes brake repairs and welding should not be done in-house to save money. In the event that something goes wrong with the brakes or a weld, or if an accident occurred due to the brakes that were repaired by a noncertified individual, an attorney is going to inquire as to who did the repair. The mechanic should be certified, licensed and bonded. Mr. Frei indicated that he understood the finances of the District; however the District would be at a huge liability if the repairs are not being made by a certified mechanic. He recommended that the District find an outside mechanic who is certified, licensed and insured to cover the best interests of the District.

7. **Adjourn** – There being no further business, the meeting was adjourned at 11:00 a.m.

Respectfully submitted,

Jill Schultz