



SUNSTITES-PEARCE FIRE DISTRICT

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

Mailing Address: PO Box 507, 105 TRACY ROAD PEARCE, AZ 85625

PHONE: (520) 826-3645; FAX: (520) 826-3586

www.sunsitesfire.org

Sunsites-Pearce Fire District Regular Meeting January 28, 2014

1. **Call to Order.** The meeting was called to order at 10:33 a.m. by Administrator Schelling.
2. **Pledge of Allegiance.** Mrs. Alice Haertsch led the attendees in the Pledge of Allegiance.
3. **Call to the Public.**

Mrs. Louise Lance spoke regarding the District's financial matters involving John Oberreuter. Please see her statement and supporting documents attached.

Cletus Frei then spoke. Mr. Frei stated that Interim Chief Steinberg was doing a great job not only within the Department but in his willingness to continue to learn, to grow and to investigate and he has really demonstrated that he has a desire for this District and he hopes that it will continue in that direction. Frei further stated that the same was true for Office Admin, Jill Schultz.

Mr. Frei then turned his comments towards Administrator, Tom Schelling. He stated that he was still concerned about Schelling not having a contract with the County due to the County appointing him. Due to the Statutes that Frei cited at the last meeting, the County is responsible for Schelling's pay. Frei further stated that if Schelling is having a problem with getting the County Attorney to draft a contract, that he could use the copy of the Vernon Contract that is very specific and a very good contract in Frei's opinion. Frei further stated that the District is not obligated to pay him.

Frei then moved forward regarding Schelling's close relationship with the attorney he hired, being Anne Carl. It appears to Frei that Schelling uses her more for his personal use in running the District than any other matter. Frei feels that it is a conflict of interest as Carl is benefiting from Schelling. Frei further stated that the matters that Carl is handling are items that she is getting out of the AFDA book. Frei inquired if Schelling had referred to the AFDA book and maybe he should resign and appoint Anne Carl as the Administrator to save money; and she could make a contract with the County.

Frei went on further to state that Schelling should have administrative liability insurance due to the decisions he is making. It would not only protect him, but also the County and the District.

Pursuant to the Vernon Contract, Frei indicated that Schelling would be responsible for paying Anne Carl, then went on to state that the District has another attorney that it uses for District matters

Frei recommended that Schelling call other fire chiefs around the County and get some advice and opinions from them as they may help.

The reason Frei brought the previous questions up is due to Schelling stating to the Board of Supervisors when the previous Board was resigning that he was closely watching the situation. Frei inquired as to why Schelling was watching so closely. Frei indicated that it appeared to him that Schelling was doing so for monetary reasons. Frei stated that he didn't think Schelling was a very good administrator, however he may be a nice person and questioned his dedication to the District, as it appeared to him that he was more dedicated to himself, the Board of Supervisors and to other associations he has with the County.

Next to speak at the Call to the Public was Robert Fino. Mr. Fino began by stating that at the Richland meeting he attended, he felt a presence he hoped that no one wanting to attend a Fire Board Meeting should have to feel. His impression was of bullying and intimidation. Mr. Fino further stated that he did not like bullying and intimidation and that he would not be intimidated and he would be attending all of the Fire Board Meetings. Mr. Fino went on to say that he was not so sure about other people and he hoped that no one else would be bullied or intimidated. The profile of a bully and an intimidator is a coward and they are afraid to approach the person directly. They will use intimidation and bullying in an attempt to mask their cowardice. Fino went on to state that he will attend every meeting that he can and he hopes that this information to the Board will prevent further intimidation or bullying. Mr. Fino wanted to emphasize the cowardice in intimidation and bullying. It not only happened at the meeting but in Willcox on the same day. He is hopeful that it doesn't happen again and that it goes no further. He is also hopeful that it doesn't happen to anyone else or stop anyone from attending the Fire Board meetings. The Fire Board Meetings are open meetings and everybody should be able to attend no matter what their opinions might be, negative or positive, they should be allowed to attend. Even those people that resigned their elected position are welcome. They should still feel like a part of the community. The people who abandoned their electors in the midst of an election are partially to blame for the turmoil that is going on. Mr. Fino stated that he is a little angry and upset at this point but wanted to have his words heard throughout the public and he will resort to official complaints if this happens to him or if it should happen to someone else again.

4. **Consent Agenda**

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

B. Approval of Expenses. Mr. Schelling approved all expenses

C. Approval of Minutes from the December 17, 2013 Meeting. Mr. Schelling approved the Minutes from the December 17, 2013 Meeting.

- 5. Financial Reports.** Jill Schultz stated that Cochise Collections had been sold and was now being managed by a new entity. The District has signed a new contract and she and Steinberg will be meeting with them early next month. In addition, the District is hopeful that with the new management, that the District's collections matters would be handled more effectively and monies would once again be received on outstanding accounts.

Schultz then reviewed December's Financial Reports with Mr. Schelling and the public. See the attached Financial Reports.

- 6. Fire Chief's Report.** The Fire Chief's Report was presented by Interim Fire Chief, Josh Steinberg. Please see attached Chief's Report.
- 7. Comments from the Administrator on past and current issues raised by public concerning the Administrator and Fire District.**

Administrator Schelling stated that he has been thinking about this matter a lot and has considered whether to be vengeful or angry but indicated that would not be the solution in the District moving forward. Therefore he made the following comments:

The District is working with the insurance attorney in the EEOC matter. He sent an email this morning to see if there was any update from the insurance company attorney and he hopes that it is resolved very soon. The District has no stand on the issue, other than it should have been resolved sooner. In addition, the District is providing the insurance company with whatever they need to take care of it. The District has nothing to say ill or wrong about Ms. Tucker at all in this matter. There were mistakes that happened and the District is just trying to assist the insurance company in getting to the bottom of it. Schelling further stated that he had to look out for the best interest of the District and cannot just say to pay \$1 million on it, but on the other hand he just wants to make sure that justice is served. If there was wrongdoing, the District wants to make sure that she is compensated for it.

Regarding the Vernon Administrative Contract, Mr. Schelling thanked Mr. Frei for providing it to him. When Schelling first approached the County about a contract, the county attorney was not interested and felt they did not want to set precedent on it. However, when Mr. Schelling provided them with the copy of the Vernon Contract they did find it good and found many positives things in it. Mr. Schelling is meeting with the County this afternoon to go over the draft they have come up with. As far as the County is concerned, they have followed all of the legal statutes in appointing Schelling. Furthermore, it does state in Statute in two separate places that the County can charge the District for services. It states the same in the Vernon contract that was brought to his attention. The Fire District would reimburse the County for the billing of the Administrator.

Schelling went on to state that Interim Chief Steinberg is doing an excellent job and so is Office Administrator Jill Schultz. All of the crew and the staff of the District are doing a great job in sticking with the District and really working hard. Schelling indicated that he gets disheartened when he hears comments the public has made to them such as they are going to lose their jobs, they are doing things wrong or they are unprofessional. Schelling

stated that he does not like hearing that and he will defend all of them. Regardless of his abilities or how he is doing his job, he will defend them.

8. **Adjourn** – There being no further business, the meeting was adjourned at 11:13 a.m.

Respectfully submitted,

Jill Schultz

Jan. 28, 2014 SPFD Board Meeting

How many Citizens have read the last newspaper article about the SPFD Dec. 17 Board Meeting in the Willcox Range News? The article by Carol Broeder pertained to the minutes of the meeting and Mr. Saunders was contacted to give his reply to the minutes of the meeting.

I found the article to be very good and provided information to all those that don't attend meetings. I understand that some are up set about the article. I decided to start looking at this article again to see what else was NOT MENTIONED.

I found this very interesting since NO ONE in the community questioned Special Districts or BOS about the TAX DOLLARS they were holding that were suppose to go to the IRS. No one spoke out about a female employee being sexual harassed at the Dept. The Dept. bought an ambulance for \$11,000 in April 2011 that was never used and was finally sold for \$6,000.00 in 2013. Cost of insurance per year was \$976.00. The furnace was torn out without Board approval and there was no money in the budget (\$12,000.00 +) for a new furnace, unauthorized pay out of PTO Funds etc. SPFD sold a perfectly good brush truck for half its value and just a few weeks later the state wild land called for two trucks. We only had one. The other was sold for SURPLUS! The list goes on and on. Total silence from the Community, Chairman Fino, Special Districts or the BOS.

Saunders mentioned John Oberreuter's name in the article. This was the first time his name was mentioned in any article. since I have been following the District.

I went to the Fire Dept. and filled out a document request form for the John Oberreuter File. For his service for 2010 and 2011 he was paid \$4,540.00 for accounting services.

Saunders told Carol Broeder "We used him on our 2012 audit of Sunsites, since he had not worked for them in the previous couple years." He explained, "auditing standards allow us to use former employees of an entity we are auditing, provided they not worked for that entity during the year we are auditing."

John Oberreuter worked for Sunsites **before and during** the time of the Audit. **(invoice list attached)**

Feb. 2, 2010 Board Minutes Chief Martinez introduced John Oberreuter to the Board as an independent contractor that was recommended by James Saunders. The Chief needed someone with the expertise in Quick Books to help straighten out the books in the office. John quickly ran down his experience throughout Arizona and the Fire District that he now handles. He pointed out errors that he spotted on his first few hours in the office. He feels that he can improve the books and reports and that nothing drastic has occurred. His charge is \$50 an hour and he feels that in just a few days he can get the system running smoothly and that a bookkeeper can handle the rest once hired. Then a short review, possibly quarterly, can keep the system up and running. **(Feb. 2, 2010 minutes attached)**

Why did the 2010-2011 Audit have **6 deficiencies** if SPFD had an accountant working?
If Mr. Oberreuter was a contract worker, who OKed his Contract and where is it?

Did the Board Chairman Fino check his background and did he provide proof of insurance?
Did you check with the other Fire District that he handled?

Lori Moran (Tucker) was introduced at **March 2, 2010** Board Meeting. **(Minutes attached)** Why was she the person thrown under the bus for all mistakes when John Oberreuter was the Accountant?

I suggest everyone applying for a Board position have a Background Check, Finger Print and show proof of Liability Insurance.

The employees go through a Background Check along with Finger Prints and I believe the Board should also, they are responsible for all the decisions and tax dollars.

Policy has to be put into place also that each Board Member shall act professional while they serve their term. They shall conduct themselves in public just like the Fire District personnel have to.

Before anyone gets INVOLVED with a Fire District they should be thoroughly checked, along with proof of Liability Insurance and proof of Bond. This includes Contractors, Auditors and Administrators.

I'm asking Josh to get in touch with David Stevens, David Gowan & Gail Griffin. Explain to them why this type of legislation needs to be passed. Josh you have the perfect examples to show them why this is needed.

How many other Districts in this County go through what Sunsites goes through.

SPFD doesn't even "Google" a persons name in "Cochise County" before they let them in the door.

In the 2009/2010 & 2010/2011 budgets the SPFD had Million Dollar Budgets. Nothing was saved, just spend, spend, spend! Today we wait for taxes to come in!

Not to worry, it's only YOUR TAX DOLLARS!

Louise Lance
January 28, 2014

Sunsites-Pearce Fire District

Vendor QuickReport

January 2009 through December 2013

Type	Date	Num	Memo	Account	Clr	Split	Amount
Oberreuter Accounting Services							
Bill	3/2/2010			Accounts Payable		Accounting Fe...	-1,300.00
Bill Pmt -Check	3/2/2010	1699		M & O Account	X	Accounts Pay...	-1,300.00
Check	3/31/2010	1793	2-25 to 3-17 ...	M & O Account	X	Accounting Fe...	-700.00
Check	6/7/2010	2063	Accountant C...	M & O Account	X	Accounting Fe...	-600.00
Check	9/13/2010	1237	16 Hours of c...	M & O Account	X	Accounting Fe...	-800.00
Check	10/20/2010	1323	Inv # 117	M & O Account	X	Accounting Fe...	-600.00
Check	12/1/2010	1452	3 hours of co...	M & O Account	X	Accounting Fe...	-120.00
Check	8/1/2011	1104	Accounting S...	M & O Account	X	Accounting Fe...	-80.00
Check	9/15/2011	1302		M & O Account	X	Accounting Fe...	-340.00

2010
 2011

**SUNSITES-PEARCE FIRE DISTRICT
GOVERNING BOARD SPECIAL MEETING MINUTES**

February 2, 2010

1. CALL TO ORDER – Chairman Fino

The February 2, 2010 Board Meeting was called to order by Chairman Robert Fino at 7:07pm.

Board Members Present: Chairperson, Robert Fino
 Treasurer, Mary Farrar
 Clerk, William McCarter
 Member, Larry Edgett
 Member, Candace Young-Mayo

There were no conflicts of interest reported by members present.

2. INTRODUCE JOHN OBERREUTER, ACCOUNTANT

Chief Martinez introduced John Oberreuter to the Board as an independent contractor that was recommended by James Saunders, a CPA from Glendale, Arizona. The Chief needed someone with the expertise in Quick Books to help straighten out the books in the office. John quickly ran down his experience throughout Arizona and the Fire District that he now handles. He pointed out errors that he spotted on his first few hours in the office. He feels that he can improve the books and reports and that nothing drastic has occurred. His charge is \$50 an hour and he feels that in just a few days he can get the system running smoothly and that a bookkeeper can handle the rest once hired. Then a short review, possibly quarterly, can keep the system up and running.

3. CONSENT AGENDA

The Board did not have a chance to review the draft of the Public meeting minutes for January 5th, 2010 and January 12, 2010. Without a bookkeeper in the office there was no routine budget available for the Board.

**4. DISCUSS AND POSSIBLY VOTE TO HIRE HUMAN RESOURCE
CONSULTANT, BRENDA TRANCHINA TO ADVISE AND
RECOMMEND EMPLOYEE PAY SCALE CHANGES, PURSUANT TO
TERRY BANNON'S APPROVAL**

Chief Martinez read the letter (available at the station) from B. Tranchina stating what she would be doing for her fee of \$120 an hour (not to exceed \$3000). Mary asked whether her price included providing job descriptions and if so, would it cost less if we provided them instead. The Chief said the price includes job descriptions and Candace thought it would be best to have the consultant provide the descriptions to better match up with their data.

Sunsites-Pearce Fire Department



Mike Martinez
Fire Chief

105 Tracy Road, P.O. Box 507
Pearce, Arizona 85625

Phone: 520-826-3645 / Fax: 520-826-3586 / E-mail: sbfd@vtc.net

March 2nd 2010 District Board Meeting Minutes

Call to Order: The monthly Sunsites-Pearce Fire District meeting was called to order on March 2nd 2010 at 19:00 (7:00 p.m.) in the Sunsites station by Chairperson R.A. Fino. No conflicts of interest were stated.

Board Member Roll Call: Present were; Bill McCarter, Larry Edgett, Robert Fino, Candace Young-Mayo. **Absent Board Members:** Mary Farrar

Guests: Brenda French, Chris Waters, Else Edgett, Russell Mundell, Steve Estelle, Betsy Estelle, Rebel Jones, Franklin Gordon, Charles Mayo, Terry Tingle, Erin Tingle, Dominic Ryzdak, Chief Martinez, Lori Moran and John Oberruter

Reading of the February District Board Meeting Minutes: The minutes of the February District Board Meeting were read by Chairperson R.A. Fino and by unanimous agreement of the board were entered into the record.

Unfinished Business

Employee Health Plan

The district employees have chosen to upgrade the health insurance plan provided by the district. The employees will split the cost of the upgrade with the district 50/50. The employees have decided that they will pay additional fees for a better health plan. The insurance will be upgraded to Aetna for the dental plan, StarMark PPO for the health plan, and the vision plan will remain the same with Avesis.

The board moved in favor unanimously to except the new insurance carrier and the agreement with the employees to pay 50% of the additional upgrade costs only.

Discussion of Ceramic Club

Due to hazardous conditions in the ceramic room, the ceramic club will have 1 week to respond to the letter previously sent to Ms. Lola Baker, the locks will be changed if no action is taken by Ms. Baker. Compliance with OSHA and an inspection of the building by a Certified Building Inspector must be conducted so the crew sleeping in this building is safe. The board will table this until further notice. No action taken by the board at this time.

Pay Scale Evaluation

Chief will ask for a special meeting where he can present the information needed to adjust employees pay, and at that time the evaluation will be addressed. The board will enter into discussion when more information is presented to them. No action taken at this time by the board.

Chain of Command

Chief asked that the members of the board put in writing any and all district documents requested by them, this information is limited to public records only.

When Chief Martinez notifies board members of happenings the board members will be notified as a whole and not as a single person. Chief Martinez will attach all future emails to all members of the board.

New Business

New Employee

Introduction of new employee Lori Moran as Bookkeeper/Secretary/Dispatcher.

Discuss Budget Workshop

Chief Martinez, Lori Moran, Brenda French and Steve Estelle will be putting the budget together and conducting budget workshops. The budget team will have the budget completed by April's board meeting. No action taken by board at this time.

Budget Decrease

Any and all decreases are to be discussed at the budget workshop and reported to the board at next months meeting. No action taken by board at this time.

Back Flow Preventer

A report will be requested from the board members regarding the Water Company's demand for Sunsites Fire District to install 2 backflow preventers. These backflow preventers will cost the district roughly \$3000.00.

HIIPA, Open Meeting, and Record Retention Law

No board member will have keys to any department offices. Board members having keys to these offices could subject the district to be in violation of these laws. All public records will be kept in the Chief's office and upon request in writing will be given to the public. Along with the discussion of open meeting law, it was determined that the agenda and minutes will be put together by Lori Moran and Chief Mike Martinez. The reason for this request is due to the fact that various minutes are missing from past meetings. The board unanimously voted in favor of Lori Moran typing the monthly minutes and Chief Mike Martinez and Lori Moran putting together the agendas for each monthly board meeting.

Discussion of Audit

Funds will need to be allocated for audit costs that will incur due to grant monies received by the district. Due to our budget amount exceeding one million dollars, we will need to be audited for the 2009/2010 year end. The board was notified of the potential cost of \$8000.00. No action taken by the board at this time.

Chief's Report: See attached

Wildland Coordinator's Report: See attached

EMS Report: See attached

Adjournment: Chairperson R.A. Fino adjourned the meeting held at Sunsites Fire District at, 8:50 PM.

Minutes provided by Lori Moran
Copy to Chief Martinez

SUNSHITES PEARCE FIRE DISTRICT DECEMBER 2013 FINANCIAL INFORMATION

BANK ACCOUNT INFORMATION:

M&O ACCOUNT	\$131,402.13
PAYROLL ACCT:	\$23,978.46
RESERVE ACCT:	\$14,323.99
PETTY CASH:	\$256.24

TOTAL BANK ACCOUNTS: \$169,960.82

REVENUES:

FIRE DISTRICT ASSISTANCE TAX:	\$ 15,556.09
REAL & PERSONAL PROPERTY TAXES:	\$ 33,465.07
INTEREST INCOME	\$ 25.28
SUBSCRIPTION SERVICE REVENUES:	\$ 502.26
AMBULANCE REVENUE:	\$ 18,606.83
WILDLAND REVENUE	\$ 37,376.62
DONATIONS	\$ 300.00
CAPITAL CREDITS	\$ 1,016.83
COPY CHARGES FOR PUBLIC RECORDS	\$ 5.00
MISC. EQUIPMENT SOLD	\$ 50.00
INSURANCE REIMBURSEMENTS	\$ 976.00
TOTAL REVENUES	\$ 107,879.98

ACCOUNTS RECEIVABLE:

WILDLAND	\$ 5,308.44
OUT OF DISTRICT	\$ 14,758.68
AMBULANCE REVENUE	
December Charges	37,626.30
RECEIVED	3,899.99
Med write off	3,203.77
	\$ 30,522.54
AMBULANCE REVENUE: November	\$ 4,790.78
October	\$ 11,172.24
September	\$ 9,996.19
Total 30+ DAYS	\$25,959.21

TOTAL CURRENT RECEIVABLES: \$ 76,548.87

ACCOUNTS PAYABLE: \$ -

CREDIT LINE ADVANCE: \$ -

Sunsites-Pearce Fire District
Profit & Loss
 December 2013

Dec 13

Ordinary Income/Expense	
Income	
INCOME	
Taxes	
Fire District Assistance Tax	15,556.09
Real & Personal Property Taxes	33,465.07
Total Taxes	49,021.16
Charges for Service	
Copy Charges for Public Records	5.00
Ambulance Revenue	18,606.83
Fire subscriptions	502.26
Wildland Revenue	37,376.62
Total Charges for Service	56,490.71
Misc Revenue	
Donations	300.00
Capital Credit	1,016.83
Equipment Sold	50.00
Reimbursement from Insurance	976.00
Total Misc Revenue	2,342.83
Investment Revenue	
Interest Cap Reserve	6.48
Interest Income GF	18.80
Total Investment Revenue	25.28
Total INCOME	107,879.98
Total Income	107,879.98
Expense	
CAPITAL OUTLAY	
CAPITAL OUTLAY - Building	5,370.79
Total CAPITAL OUTLAY	5,370.79
OPERATIONS	
Training	
Training Admin	125.00
Training Fire Chief	125.00
Total Training	250.00
PPE	
Property Maint	217.60
Richland Station #2	465.91
Total Property Maint	465.91
Repair & Maint/vehicles	
Repair & Maint Fire Other	25.36
T-303 2001 Freightliner Tender	9.88
E-305 1992 International	553.97
M-301 2005 Chevy Ambulance	64.91
Total Repair & Maint/vehicles	654.12
Small Tools/Equip	
Repair/Maint. EMS Equip	513.00
Total Small Tools/Equip	513.00
Utilities	
Electricity	
Arts and Crafts Room Qtrs	92.72
Main Station	204.32
Richland Station	35.45
Street Light #6115101	12.89
Street Light #6121101	12.26
Total Electricity	357.64
Garbage Collection	40.00
Natural Gas	49.37

Sunsites-Pearce Fire District
Profit & Loss
 December 2013

	Dec 13
Telephone	
Stations Telephone	440.91
Telephone Verizon Wireless	219.76
Total Telephone	660.67
Water	
Arts and Crafts Room	50.04
Hydrant/Park	0.55
Station Water	153.83
Total Water	204.42
Total Utilities	1,312.10
Fuel	1,499.53
General Expense	
Meals	55.07
Total General Expense	55.07
Total OPERATIONS	4,967.33
ADMINISTRATION COST	
Administrative Fees	1,019.84
Janitorial Expenses	142.11
Professional/Contract Services	
EMS Billing	2,000.00
Legal Fees	2,130.50
Total Professional/Contract Services	4,130.50
Office/Misc Supplies	
Bank Fees	39.03
Annual Fees	150.00
Lic/Taxes-Dues & subscriptions	24.99
Office Supplies/Postage	753.16
Total Office/Misc Supplies	967.18
Total ADMINISTRATION COST	6,259.63
PERSONNEL	
Benefit Costs	
Health Insurance BCBS	4,405.80
Retirements 457/PSPRS	3,536.15
Workers Compensation Insurance	156.56
Total Benefit Costs	8,098.51
Payroll Tax Cost	
Payroll Taxes	2,422.56
Total Payroll Tax Cost	2,422.56
Wages & Salary Cost	
PTO	400.00
Wages	
Captain	3,030.00
Paramedic	6,742.08
EMT	9,233.66
Fire Fighters	1,134.79
Administrative	1,243.75
Fire Chief	
Salary	4,230.76
Total Fire Chief	4,230.76
Total Wages	25,615.04
Wages & Benefits	1,888.20
Overtime	
Administrative Overtime	0.00
Fire Fighters Overtime	0.00
EMT Overtime	467.55
Paramedic Overtime	714.00
Captain Overtime	315.00

Sunsites-Pearce Fire District
Profit & Loss
December 2013

	Dec 13
Total Overtime	1,496.55
Holiday	2,963.74
Wages & Salary Cost - Other	350.70
Total Wages & Salary Cost	32,714.23
Total PERSONNEL	43,235.30
Total Expense	59,833.05
Net Ordinary Income	48,046.93
Other Income/Expense	
Other Income	
Fire Ins. Premium Tax	476.40
Total Other Income	476.40
Net Other Income	476.40
Net Income	<u>48,523.33</u>



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Fire Chief's Report for January 2014

1. **EMS Calls= 56**
 - A. In District Calls=43
 - B. Out of District Calls=13
 - C. Number of Patients Transported=37
 - D. Number of Patients Flown Out=2
 - E. Number of Patient Refusals or Public Assists=17
 - F. Number of rollover or Motor Vehicle Accidents=1
 - G. Number of Mutual Aide Calls=None
 - H. Number of Dead on Arrival Calls=None

2. **Fire Calls=7**
 - A. In District Calls=2
 - B. Out of District Calls=5
 - C. Brush Fires=3
 - D. Structure Fires=0
 - E. Car Fires=0
 - F. Hazardous Materials=0
 - G. Other=4
 - H. Mutual Aide Calls=0

Total Fire and EMS Calls Year to Date= 39. Total calls since the December meeting is 67.

Training:

1. On duty crews have been completing weekly training sessions. These sessions included ropes and knots, ladders operations and safety, area training.
2. Life Net Arizona and the Air Methods Corporation conducted a PHTLS class here on January 10th and 11th. The class was great and many of our employees participated. We thank Life Net Arizona and the Air Methods Corporation.
3. Fire Fighter McMullen and I attended the AFDA conference in Laughlin on January 16th through the 18th. The conference was okay, Fire Fighter McMullen took the classes in place of Admin/Secretary Schultz.

“Sunsites-Pearce Fire District is an Equal Opportunity Provider and Employer.”



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4. Admin/Secretary Schultz and I will be attending a meeting at the ADOT facility in Willcox Thursday. The meeting will be going over the impact on emergency vehicles during the repaving project on Hwy 191.

Wildland:

1. We have not been on any additional Wildland assignments since the last meeting. We currently have \$5,308.44, billed out for the Rough, Bisbee, and Texas summit fire.
2. The Dragoon Structure fire will be turned over to collections for nonpayment.

Hazardous Materials:

1. Nothing to report

Maintenance:

1. Medic 302 is still OOS. Oil leak has been repaired and fuel leak is in the process of being repaired
2. Engine 301 needs air condition, rear main oil seal, and transmission slitter repair. Limited Use
2. E 305 has steering box leak. Western States will be in to repair that soon.
3. E 307 is repairable at an estimated cost of \$2,500. Western States has diagnosed the problems. The EGR valve, EGR cooler, and the oil cooler need to be replaced.
4. The Richland station has a hole in the roof, sky light. Water tank has been repaired.
5. Bay door was replaced by Applied Rite doors; the majority of the cost was covered by insurance.
6. Applied Rite doors conducted annual maintenance on all bay doors.

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7. Command 30 has another recall on the front end; Donovan Dodge will be conducting the repairs.
8. E 306 needs front end alignment that will also be conducted at Donovan Dodge at an estimated cost of \$300.
9. The Mako cascade system that we use to refill our SCBA's needs a service. The cost for that service is \$1,145.

Communication:

1. The Clear Springs Utility Company has told us that the only time that we can use the hydrant system is if there is an active fire. If we want to use the hydrants for training, we will have to pay for that usage. We will be filling all vehicles that need water at the station from the 1.5 inch standpipe. They also stated that they were looking to repair or replace two hydrants per year. They are very open to the district finding funding to upgrade the hydrant system.
2. The Go Daddy website has officially expired.
3. Four email accounts through VTC were discontinued due to unknown persons accessing these accounts
4. Valley Telecom was here January 7, 2014 and we discussed the lease contract for our telephone system. VTC reduced our monthly bill by \$42.
5. The Holiday Festival was conducted here on December 21, 2013 in conjunction with Taste of Home Café. It was a great event and we had a turnout.
6. Thank you to Grasp Heating and Air Conditioning for the great job they did while installing our next heat and AC unit. The installation was complete on January 7, 2013.
7. In reference to the PTO issue with former Chief Petersen. Per FSLA (Fair Labor Standards Act) section 7, (K), upon termination an individual is to be paid at the highest rate. This means that the rate that former Chief Petersen was paid for his

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SUNSTITES-PEARCE FIRE DISTRICT

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

Mailing Address: PO Box 507, 105 TRACY ROAD PEARCE, AZ 85625

PHONE: (520) 826-3645 FAX: (520) 826-3586

PTO was legal and correct. The time in which the PTO was taken violated our SOP's.

8. We are currently working on the VFA grant which is the Volunteer Fire Assistance grant. This is a 50/50 grant. We are applying for PPE, portable water tanks, hose tester and other miscellaneous items. The maximum for the grant is \$20,000, making our maximum portion \$10,000.
9. We will also be looking into the Governors Highway Safety Grant that is due on February 28, 2014.

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