

MINUTES
REGULAR MEETING OF THE BOARD OF DIRECTORS
THREE POINTS FIRE DISTRICT

DATE: Monday, July 12, 2021
TIME: 6:00 PM
LOCATION: Station 303 10351 S Sasabe Highway

Recording On.

1. CALL TO ORDER Chairman Kennedy called the meeting to order at 6:00 PM.

2. PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

3. ROLL CALL In attendance:

Chairman Richard Kennedy

Clerk Wendy Mattias

Director Lorie Wallace

Director Steve Knode

Director Dan Tankersley, absent/excused

Chief Brian Delfs

Assistant Chief Ray Klein, present via Zoom

Lorrie Palmquist, present via Zoom

Captain Ader

4. CALL TO THE PUBLIC NONE

5. LOCAL UNION 4871 REPORT

6. CONSENT AGENDA:

- June 14, 2021 Public Hearing regarding the FY22 Budget
- June 14, 2021 Regular Meeting Minutes
- June 17, 2021 Special Meeting Minutes
- June 24, 2021 Special Meeting Minutes

Clerk Mattias moved to accept the Minutes as written. Director Wallace seconded.

Motion carried unanimously, 4:0.

7. Review, Discussion and Possible Action to approve the June 2021 financial reports.

Director Knode moved to approve the June 2021 financial reports. Clerk Mattias seconded.

Motion carried unanimously, 4:0.

8. PRESENTATION OF SPECIAL AWARDS

- Carlos Flores, Pascua Yaqui Fire District
- Andre Matus, Pascua Yaqui Fire District (not present)

Chairman Kennedy presented an award to Mr. Carlos Flores, expressing sincere appreciation for the constant engagement with the community and dedicated efforts with PCWIN.

9. Review, Discussion and Possible Action regarding Policy 4.5: Paid Time Off

Chief Delfs addressed the Board stating that there are a few changes being made to the PTO Policy, commenting that this is a very generous benefit. The proposed changes will include making the policy more gender-neutral, reducing minimum balances for employees to be able to sell hours back, and allowing donations of PTO to other employees. Clerk Mattias motioned to adopt Policy 4.5 Paid Time Off with one correction in spelling in section 5. Director Knode seconded. ***Motion carried unanimously, 4:0.***

10. Review, Discussion and Possible Action regarding selection of provider for occupational medicine and NFPA 1582 physical exams

Captain Ader addressed the Board to give a brief synopsis of the process in which Rescue Me was selected as the recommended occupational medicine provider. Director Knode asked Chief Delfs to provide information on Avra Valley's occupational medical provider, 10-4 Medical. The Chief gave a brief discussion of the NFPA 1582 standards for firefighters. Brief discussion among the Board members ensued. Director Knode motioned to approve Rescue Me as the provider for occupational medicine. Clerk Mattias seconded. ***Motion carried unanimously, 4:0***

11. Review, Discussion and Possible Action regarding adoption of the Three Points Fire District FY22 Two-Year Budget

The Chief addressed the Board stating that State legislation requires a fire district to post a 2 year budget. The FY22 is lower than the budget which was adopted for FY21 for several reasons, including the fact that property tax revenue was significantly overbudgeted and the employee related expenditures were significantly underbudgeted. The numbers need to be reconciled more often. A rolling budget shell should be in place to provide better tracking, as well as a basis for looking forward. Because the tax levy revenue and employee related expenditures are the largest budget items, we are putting specific protocols in place in preparation for better reporting and budgeting. Furthermore, recent Arizona legislation will require a more detailed budget posting. Therefore, processes and protocols will need to be tightened up in order to be in compliance with the recent legislation. Additionally, the most recent audit noted several findings which will need to be addressed. We may have other options for an auditor as the time draws closer to the annual audit. Director Knode motioned to adopt the FY22 Budget. Director Wallace seconded.

Motion carried unanimously, 4:0.

12. Review, Discussion and Possible Action regarding adding Chief Delfs as an authorized signer on the Three Points Fire District operating accounts

Director Wallace motioned to authorize Chief Delfs as a signator on all the District accounts. Director Knode seconded. ***Motion carried unanimously, 4:0.***

13. Chief's Report

The Chief highlighted the following items from his report:

- Progress on the planning matrix
- Hiring of a second mechanic
- Damage to the Chevy Tahoe response vehicle
- The alarm system at Station 302 is inoperable
- The contract with Arrington Watkins has been awarded
- The agreement with the new occupational wellness provider will be awarded this week. Physicals should begin in September
- The Chief is still seeking legal opinions regarding the implementation of a reserve firefighter program
- The Chief gave an update on recent legislation changes: S1828, S1659, S1451, S1351, H2381
- Transfers from the Pima County Treasurer's account: \$250K is being transferred to the capital account and \$250K to the operating account.

14. ADJOURNMENT

Clerk Mattias motioned to adjourn the meeting. Director Wallace seconded.

Motion carried unanimously, 4:0. Meeting adjourned at 6:58 PM.

Recording Off.



SIGNED



DATE