



Copper Canyon Fire & Medical District

26B Salt Mine Road, Camp Verde, AZ 86322

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REGULAR BOARD MEETING

Camp Verde Public Library – Terracotta Room
130 N. Black Bridge Road, Camp Verde, AZ 86322
Wednesday, December 20, 2023 / 4:30 PM

~ MINUTES ~

I. CALL TO ORDER/ROLL CALL

Pursuant to notice, a Regular Meeting of the Copper Canyon Fire & Medical District was called to order by Acting Chairperson Danna Quinn at 4:30 pm on Wednesday, December 20, 2023. Administrative Assistant Misty Weatherford recorded the minutes. A quorum was present, and the meeting, having been duly convened, was ready to proceed with business.

Board Present: Danna Quinn – Clerk (Acting Chairperson); and Jenny Sabato – Member; Joshua Maxwell – Chairperson (remote) Ed Gee; Jon Huey; – Members (**Not Present**)

Staff Present: Fire Chief Danny Johnson; Fleet Manager Rob Jennings; Fire Marshal Nate Bailey; Captains Adam Senger; Jonathan Gable; Tyler Rezzonico; Engineers Rob Young; Nic Dubs; Jake Fitzgerald; Firefighters Trevor Goveia, Taylor Hammond, Chad DeWitt; Jennifer Cuevas; Administrative Assistants Misty Weatherford and Kerrie Tarver – Recorders.

Members of the Public: Clayton Young, Pete & Debbie Roulette

A. Salute to the Flag of the United States of America and Moment of Silence to Honor all Military, Firefighters, and Police Officers.

Acting Chairperson Quinn led the pledge of allegiance followed by a moment of silence.

II. REGULAR BUSINESS MEETING

A. Public Forum:

1. Public Comment(s): None
2. Board Action Resulting from Public Comment(s): Response to comments or criticism directed at the Board; Direction to staff to look into the matter; Schedule matter for further consideration and decision at a later date.

III. EXECUTIVE SESSION

A. Possible vote to go into Executive Session for legal advice pursuant to A.R.S. §38-431.03 (A)(3) regarding the district's current Drug and Alcohol policy and possible modifications to the same, and legal advice relating to any current application of that policy. – Chief Johnson

B. Possible vote to go into Executive Session for legal advice pursuant to A.R.S. §38-431.03 (A)(3) regarding a Hardship Forgiveness Practice for Balance Billing. – Chief Johnson

Chairperson Maxwell made a motion to go into Executive Session for legal advice pursuant to A.R.S. §38-431.03 (A)(3) regarding the district's current Drug and Alcohol policy and possible modifications to the same, and legal advice relating to any current application of that policy and for legal advice pursuant to

A.R.S. §38-431.03 (A)(3) regarding a Hardship Forgiveness Practice for Balance Billing. Board Member Sabato seconded. There was no further discussion and the motion passed unanimously.

Clerk Quinn requested Fire Chief Johnson, Attorney William Whittington; and Administrative Assistant Kerrie Tarver to attend the Executive Session Meeting.

IV. RECONVENE TO PUBLIC SESSION

The public Session reconvened at 5:17pm.

A. **Discussion/Possible Action: Regarding the District's current Drug and Alcohol policy and possible modifications. – Chief Johnson**

Clerk Quinn directed and authorized the Fire Chief to meet with Labor and the policy committee to work on modifying the current Drug and Alcohol policy. There was a consensus by the Board.

B. **Discussion/Possible Action: regarding Hardship Forgiveness Practice for Balance Billing. – Chief Johnson**

Clerk Quinn made a motion to direct the Fire Chief to work with the legal counsel to modify the language of the Hardship Forgiveness Practice for Balance Billing so that the policy complies with ARS statutes. Board Member Sabato seconded. There was no further discussion and the motion passed unanimously.

C. **Consent Agenda – Discussion/Possible Actions:**

1. **Regular Meeting Minutes November 15, 2023**

Clerk Quinn made a motion to approve the Consent Agenda items 1. Board Member Sabato seconded the motion. There was no further discussion and the motion passed unanimously.

D. **Financial Report and Updates – Finance Director Dominic Filosa (JVG)**

1. **Discussion/Possible Action: Review and Approval of the November 2023 Finance Report.**

Finance Director Dominic Filosa presented the financial report and reviewed the budget performance from a year-to-date standpoint, including the revenue and expenses during the month of November.

Mr. Filosa answered questions the board had regarding the finance report.

Board Member Sabato made a motion to approve the November 2023 finance report. Acting Chair Quinn seconded. All in favor, motion passed unanimously.

E. **Staff Items:**

1. **Fleet Report: A report from the Fleet Manager. Discussion/Possible Action: regarding current repairs; maintenance; significant projects; and other fleet activities. – Fleet Manager Rob Jennings:**

Fleet Manager Rob Jennings presented the monthly fleet report and reviewed the repairs and maintenance completed during the month.

2. **Operations Report: A report from the Battalion Chief. Discussion/Possible Action: regarding significant incidents, incident data, training, public education; wildland assignments; EMS; and other potential operational updates – Acting Battalion Jonathan Gable:**

Captain Gable provided the BC report to the Board and reviewed the call data and provided activities that the crews participated in during the month.

3. **Fire Marshal Report: A report from the Fire Marshal. Discussion/Possible Action: regarding current events and activities including public education, fire prevention, meetings and events attended, permits issued and closed, significant projects, inspections, social media statistics, and other potential updates. -Fire Marshal Bailey:**

Fire Marshal Bailey provided his report to the Board and reviewed projects in progress and the meetings he attended during the month.

4. **Fire Chief Report: A report from the Fire Chief. Discussion/Possible Action: regarding current events and recent activities, including meetings and events attended; updates on human resources; finance and grants; County, State, and AFDA information; special projects; and other potential administrative items. – Chief Johnson:**

Chief Johnson provided his report to the Board and reviewed the meetings and events attended during the month.

The consensus of the board was to change the January Regular Board Meeting to January 24, 2024.

5. **Discussion/Possible Action: review and approval of an Intergovernmental Agreement with Verde Valley Fire District for shared training software – Chief Johnson:**

Chief Johnson informed the Board that this is reinstating an agreement that was previously in place with VVFD for shared training software that had expired, it allows the two entities to share the training platform without having to pay the overhead and administrative fees for both. It pulls the CCFMD employees under the VVFD account and we pay per account member, and it will allow access for EMS training & HR training. We can start using it for EMS refresher training and will reduce leave for training as well as reduce costs for the training.

Board Member Sabato made a motion to approve the Intergovernmental Agreement with Verde Valley Fire District for shared training software. Clerk Quinn seconded. There was no further discussion and the motion passed unanimously.

V. BOARD MEMBER ITEMS:

A. **Discussion/Possible Action: Rededicating Station 83 – Jenny Sabato:**

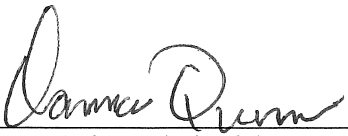
Chief Johnson stated we had a discussion at the staff meeting and there were mixed reviews as far as what we wanted to do and how we wanted to go about it. He stated that we had a few individuals that volunteered to take the lead on the design of the new plaque, and we should have a consensus to bring back to the Board for the January meeting.

B. **Discussion: Future Agenda Items; Potential items to discuss at the next regular meeting:**

Rededication station 83; Payroll audit; Selecting new Board Chair and Clerk; Hardship forgiveness policy.

VI. ADJOURNMENT

Acting Chair Quinn adjourned the meeting at 5:56 pm.



Danna Quinn, Clerk of the Board

