



# Copper Canyon Fire & Medical District

26B Salt Mine Road, Camp Verde, AZ 86322  
[www.ccfmd.az.gov](http://www.ccfmd.az.gov) Phone (928) 567-9401

## REGULAR BOARD MEETING

Camp Verde Public Library – Terracotta Room  
130 N. Black Bridge Road, Camp Verde, AZ 86322  
Wednesday, January 24, 2024 / 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 Chairperson Joshua Maxwell at 4:30 pm on Wednesday, January 24, 2024. 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:** Joshua Maxwell – Chairperson; Danna Quinn – Clerk; and Jenny Sabato – Member; Ed Gee (Remote); Jon Huey; – Members

**Staff Present:** Fire Chief Danny Johnson; Fire Marshal Nate Bailey; Administrative Assistants Misty Weatherford and Kerrie Tarver – Recorders; Battalion Chiefs Dale Duns and Daniel Elliott; Captains Mike Loza; Jake Cecil; Engineers Jake Fitzgerald; Firefighters James Paisano; Randy Killman; Michael Rhorer; Hector Contreras; Tanner Rezzonico; Taylor Hammond.

**Members of the Public:** Wendy Escoffier; Clayton Young

### II. ORGANIZATION OF FIRE BOARD

#### A. Discussion / Possible Action: Consideration of Electing a Chairperson to serve for a period of one (1) year, or until a successor is appointed

*Board Member Sabato nominated Josh Maxwell to continue to serve as the Chairperson. Josh accepted the appointment. Board Member Sabato seconded the motion. Motion passed unanimously.*

#### B. Discussion / Possible Action: Consideration of Electing a Clerk to serve for a period of one (1) year, or until a successor is appointed.

Danna Quinn stated that she enjoyed the appointment, but she was not interested in continuing to serve as the Clerk.

Chairperson Maxwell gave an overview of the duties of the clerk.

*Chairperson Maxwell nominated Jon Huey to serve as the Clerk. Jon accepted the appointment. Board Member Sabato seconded the motion. Motion passed unanimously.*

### III. 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. None

#### IV. EXECUTIVE SESSION

- A. Possible vote to go into Executive Session for legal advice pursuant to A.R.S. §38-431.03 (A)(3) in response to overcompensation of district employees identified by a recent payroll audit. – Chief Johnson.

*Chairperson Maxwell made a motion to go into the executive session. Board Member Huey seconded the motion. Motion passed unanimously. The Board went into Executive Session at 4:39pm.*

Chairperson Maxwell stated that he would like to include the Board Members; Chief Johnson; Kerrie Tarver to take the Minutes; Mr. Whittington for legal advice and Gabe Buldra with JVG for financial advice.

#### V. RECONVENE TO PUBLIC SESSION

The public session reconvened at 5:22pm

- A. Discussion/Possible Action: Regarding overcompensation of district employees identified by a recent payroll audit and matters related to the same. – Chief Johnson

Chief Johnson stated that there has been a lot of work by the Board Members, himself, administrative staff, legal and JVG to try and figure out a course to make this correct and make this right by not only the district but by our valuable employees. He appreciates the Board's willingness to listen and work with him and his labor president to figure out a solution.

*Chairperson Maxwell made a motion that the issues as identified in the payroll audit including all employees involved in the overpayment of funds based on payroll errors that we forgive that debt at this time. Board Member Gee seconded.*

Chairperson Maxwell stated that for the record that there was a lot of discussion on costs associated and amounts of overpayment and each employee was looked at, we do feel that it is our responsibility as a Board to be financially responsible with the districts and taxpayer money. Based on the ARS statutes that regulate that, we do feel that the amount of funds, time and potential litigation that could come from trying to collect the small amount of funds that was overpaid, would far outweigh or equal to potentially recuperate.

Board Member Sabato addressed all the firefighters, she stated she understands that it is a bittersweet time, it's bitter in the sense that a lot of these audits are being done and more things have been uncovered and it feels like it is a dig into you. She is thankful that the time has gone into these things to really dig into anything that has been done wrong and so the hard part was the dangling potential that this was going to come out of your pockets, and she is sorry that they had to go through that. The sweet part is that we have a chief that is digging into everything to root out all the problems and hopes that it continues to be a positive way forward. The numbers to me absolutely substantiate this being forgiven and I think they are conservative in nature with what we discussed. She thanked them for continuing to push through this and knows that it hasn't been easy but will get better.

*All in favor, motion passed unanimously.*

- B. Consent Agenda – Discussion/Possible Actions:

1. Regular Meeting Minutes December 20, 2023
2. Executive Session Minutes December 20, 2023

*Chairperson Maxwell made motion to approve the Consent Agenda, Clerk Quinn second. Motion passed 3:2. Board Members Gee and Huey abstained.*

- C. Financial Report and Updates – Finance Director Gabe Buldra (JVG)

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

Finance Director Gabe Buldra presented the financial report and reviewed the budget performance

from a year-to-date standpoint, including the revenue and expenses during the month of December.

Chairperson Maxwell noted that the Agenda stated the November 2023 financials and made the correction that it should state December 2023.

Chief Johnson stated that there were some unanticipated savings, and he feels comfortable in adding a second overtime shift on Friday-Sunday to help alleviate the amount of time Station 83 browned out, beginning in February.

Mr. Bulda answered questions that the Board had regarding the December 2023 financials.

*Chairperson Maxwell made a motion to approve the December 2023 Finance Report. Board Member Sabato seconded. All in favor, motion passed unanimously.*

2. **Discussion/Possible Action: Review and Approval of Resolution 2024-01 Close National Bank of Arizona Account #5793445973**

Finance Director Gabe Buldra stated that we consolidated a couple of bank accounts into one and we have monitored this account for the passed six months and there has been no activity and we are at a safe point that we can close the account and transfer the funds to the general fund account.

*Chairperson Maxwell motion to approve Resolution 2024-01 to close National Bank of Arizona account #579344593. Board Member Huey seconded. All in favor, motion passed unanimously.*

D. **Staff Items:**

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

Battalion Chief Duns provided the Fleet Report to the Board and updated that the new ambulance was placed in service as Ladder 811 is now back in service.

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 – Battalion Chief Duns**

Battalion Chief Duns provided the Operations Report to the Board.

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 the Fire Marshal report to the Board and answered questions the Board had regarding the Fire Marshal report.

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 the Fire Chief's report to the Board and reviewed the meetings and events attended during the month.

The Board discussed the legislative update.

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

Chief Johnson stated that the amended language that the Board directed Chief Johnson and Legal counsel to include was added.

*Board Member Sabato made a motion to approve the Hardship Forgiveness Practice for Balance Billing. Clerk Quinn seconded. All in favor, motion passed unanimously.*

**VI. BOARD MEMBER ITEMS:**

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

Firefighter Hammond presented to the Board what the consensus was for the new plaque.


*“This Station represents the aspirations and dedication of our members; past, present and future, to continue serving our growing Community”.*

The consensus of the Board was to move forward with the plaque and dedication.

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

**VII. ADJOURNMENT**

Chairperson Maxwell adjourned the meeting at 6:14pm

  
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Jon Huey, Clerk of the Board