



# Copper Canyon Fire & Medical Authority

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## MINUTES OF THE REGULAR BOARD MEETING OF THE COPPER CANYON FIRE & MEDICAL AUTHORITY October 20, 2016

Pursuant to notice, a regular meeting of the CCFMA (Copper Canyon Fire & Medical Authority) was called to order at 10:15am on Thursday, October 20, 2016.

**Present:** George Kleindienst – Chairperson; Carol Keeton – Clerk; David Curtis– Board Member; Robert Satran – Board Member; **Not Present** - Ken Krebbs – Board Member

**Staff:** Terry Keller – Fire Chief; Robyn Cook – Administrative Manager; Kerrie Tarver – Administrative Support Specialist; Dale Duns – Battalion Chief, Dylan Goveia – Firefighter.

**Salute to the flag of the United States of America and Moment of Silence to Honor all American Men and Women in service to our Country, Firefighters, and Police Officers:** led by Chairperson Kleindienst

**Call to the Public:** none

### 5) **Badge Pinning:**

**A) Firefighter Dylan Goveia;** Dylan was pinned by his Grandfather

### 6) **Approval of Minutes**

**A) Regular Meeting on September 15, 2016** Board Clerk Keeton made a motion to approve the Minutes from the Regular Meeting on September 15, 2016. Board Member Satran seconded. Motion passed unanimously.

### 7A) **Fire Chief's Report:**

Chief Keller presented the board with the Chief's report:

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#### a) **Operations Report**

Keeping busy with JPA and calls. Station 81 ran 205 & station 82 ran 148 for a total of 354 calls. Raised \$2,000 for MDA charity. Supported Kiwanis dinner at station 82. There is 5 months of paramedic class remaining. Attended Sedona Sky Academy water games and 9/11 memorial. Read to the 5<sup>th</sup> graders at CVES and completed Engine Company Inspections and training. Still evaluating software system for records management, the current system, ImageTrend is improving and we are considering staying with them.

**7B) Financial Report:** 24% of budget is expended which is in line. Wages are always high this time of year due to vacations and an extra payday.

**8) Discussion, possible action or staff direction on approving the September 2016 Financial Reports..:** Clerk Keeton made a motion to approve the September 2016 Financial Report Board Member Curtis seconded. Motion passed unanimously.

**9) Discussion, possible action or staff direction on pursuing the purchase of an All-Terrain Vehicle to facilitate rescues and responses to remote portions of the Fire Authority.** Based on last month's board discussion Chief Keller offered \$7,000 for the ATV. The offer was accepted if approved by the board.

Chairperson Kleindienst made a motion to move forward with the purchase of the ATV , Clerk Keeton Seconded. Motion passed unanimously.

**10) Discussion, possible action or staff direction on ratifying the changes to the Intergovernmental Agreement with Verde Valley Fire District for Shared Reserves.** Board Member Satran made a motion to approve ratifying the changes to the Intergovernmental Agreement with Verde Valley Fire District for Shared Reserves. Chairperson Kleindienst seconded. Motion passed unanimously.

**11) Update on E-811 and retrofitting the cab with air ride.** A quote was received for retrofitting the cab with air ride seats, looking at getting a second quote from another Rosenbauer certified mechanic. Rosenbauer may be pursuing a modification due to complaint of the same nature. This item will be placed on the agenda waiting further information.

**12) Discussion, possible action or staff direction on designating the following equipment as surplus for disposal or possible sale:**

- A) Sharp Copy Machine
- B) SCBA Compressor

Clerk Keeton made a motion to list the SCBA Compressor for sale on the surplus website for one month and if it is not sold donate it to Mormon Lake Fire Department and to dispose of the Sharp Copy Machine. Board Member Curtis seconded. Motion passed unanimously.

**13) Discussion and possible action on the administrative office at Station 82.** Chairperson Kleindienst suggested keeping the office open 4 days a week through the calendar year and advertising reduction of hours. In the meantime, this item will carry over on the agenda and staff will continue to track activity.

**14) Update on the CON process.** This item was covered in the Chief's report; DHS has 420 days to review the application. It is anticipated the process will be faster due to the thoroughness of the application.

**15) Future Agenda Items.**

**16) Adjournment:**

Board Member Curtis made a motion to adjourn the regular meeting at 10:59am. Board Member Satran seconded. Motion passed unanimously.

Carol Keeton – Clerk