

BOARD MEETING MINUTES

Meeting called to order by Chairperson Christy @ 4:59pm; Pledge of Allegiance.

Roll call – Chairperson Christy, Ms. Watson, Mr. Ward and Mr. Evans. Mr. Campbell is absent. There is a quorum.

Agenda approval – Ms. Watson made motion to accept agenda and Mr. Ward seconded. Motion carried.

Minutes – Mr. Ward made motion to approve Minutes from August 21, 2019 and Ms. Watson seconded. Motion carried.

Call to the Public – None

Monthly Bills & Financials– Mr. Ward made motion to approve the bills and monthly financials for August 2019 and Ms. Watson seconded. Mr. Evans abstained. Motion carried.

PUBLIC MEETING

Purchase Order Approval Fire Gear: The purchase order for Curtis was for fire gear that was budgeted for the current fiscal year. Purchase was done utilizing pricing off of Houston-Galveston Cooperative Purchasing Program. Mr. Ward made motion to approve the purchase order and Ms. Watson seconded. Motion carried.

Purchase Order Approval Expor Networks LLC: The current issue has been that the MVFD Network and Phone system was getting interference causing communication issues. The Purchase Order pricing for Expor Networks is to obtain a license exclusive for the Fire Department to reduce the current interferences on the frequency that we utilize; it will also only allow for a Public Safety Band which can only be utilized by Public Safety. This also upgrades radios and dishes to accept the Public Service Radio Band which will increase the speed of our internet speed at no additional cost. The payment will be made under the capital improvement budget line item. Mr. Ward made motion to approve the Purchase Order and Ms. Watson seconded. Motion carried.

Surplus Radio Equipment from Bullhead City: Bullhead City has 3 voters with hardware to be surplus due to upgrading their radio system. There is nothing wrong with the voters. The voters work essentially the same as a repeater; if there is an area where there are problems with communications the voter will pick up the best signal and transmit. We currently have problems with this in the lower valley and east, so we would be looking to install one of the voters at Station 82 in order to transmit with better reception. The cost of the voters is \$6000.00 which would be more cost efficient and dependable than purchasing repeaters. The purchase would come out of the capital improvement budget line item. Mr. Ward made motion to approve the purchase of Bullhead City's surplus radio equipment and Mr. Watson seconded motion. Motion carried.

Procurement Procedures: Chairperson Christy requested this to be on the agenda to ensure everyone had an opportunity to review/understand the Procurement Policy currently in place. Mr. Ward made a suggestion that we pick a topic to review each meeting to inform the Board so that they understand the key procedures for each policy; i.e. grievance policy. This would help the Board do a better job and not second guess Operations.

Chairperson Christy asked if the Craig Truitt bill from last month went out for bid. Chief Martin explained it did not because it falls under our current scope for professional services. It was suggested for us to look at sharing services with other neighboring Police and Fire Stations. Chief Martin would be open to the suggestion if the cost is less and it was palatable. Ms. Christy expressed that she would like to see us look into bidding out attorneys because it has not been done in the last several years.

Review/Discuss Monthly Financial and Bill Paying Procedures: Clarification was made in regards to the check that Chairperson Christy did not sign was not on the July Financials that were approved.

Trash Bids FY 2019/2020: A RFP for trash services was advertised per Station; we received (2) Bids that met all aspects requested in the bid. An evaluation was conducted by (3) administrative employees within the Fire Department. Their recommendation was to award the services to Hargus Disposal because the overall cost would be less when taking into consideration the additional pickups the stations' have throughout the year. A question arose to why we were currently paying for services at Station 82 even though it is closed. Accounting will research what the accrued costs were for. The trash bid will be tabled until clarification of the costs. Ms. Watson made motion to table the trash bid and Mr. Ward seconded; Ms. Christy opposed the motion. Motion Carried.

Chairperson Christy questioned if the Department has looked into purchasing an ice machine due to the large amount spent on purchasing ice monthly. It was explained that we have looked into it but the bigger issue is the additional cost for the filtration system. Chairperson Christy requested that we get bids to compare with what we are currently spending. Chief Martin agreed to get bids.

Fire Marshal Gibson: Mohave County is still currently on a Burn Ban. There still has been no response from Mohave County Board of Supervisors regarding weed abatement enforcement. Ms. Watson suggested that due to the lack of support from the County that the Board should prepare a letter to Mr. Gould requesting guidance. Chairperson Christy made motion to have the Board draft a letter to the County and Mr. Ward seconded. Motion passed.

Chief Harmon: Our Type 3 Fire Engine and a few of our firefighters are on assignment in California for a 3 week total deployment. We are currently waiting for the final draft of the Indian Tribe Contract. The contract will combine the North and South contract into one. The contract is written for three years with year four and five automatically renewing. Once the contract has been received, it will be ready for attorney review and signatures. We received an update from Action Ambulance Billing regarding our Ambulance Billing; they have been very responsive regarding the importance of getting caught up and are currently billing for services through September 11th. Chief Harmon stated that he attended the Arizona Ambulance Conference and learned that there have been changes made with state and federal law regarding medical billing. Our EMS Coordinator/Compliance Officer resigned last month. The Department is going to have to send someone to school in March of next year to become certified.

Chief Martin: Chief Martin updated the Board on a few recent fires this past week. He announced that we had four employees that took an opportunity to attend Fire School; the ambulance that was ordered is almost done and possibly will be delivered before Thanksgiving. Lastly he informed the Board of the Halloween Carnival that was going to be on October 18th from 5pm to 8 pm.

Ms. Watson made motion to adjourn and Mr. Ward seconded at 5:54 pm. Motion carried
Minutes respectfully submitted by Johanna Sanders, Financial Specialist.