**Mohave Valley Fire Department**

**September 19, 2017**

**BUDGET** **BOARD MEETING** **MINUTES**

**Meeting called to order** by Board Chair Jason Evans @ 15:02, Pledge of Allegiance.

**Roll call** – Chair Evans, Mrs. Christy, Mr. Ward and Mr. Lane are present. Clerk Morabito is absent. There is a quorum.

**Agenda Approval** – Mrs. Christy made motion to move Oath of Office up on Agenda. Mr. Ward seconded motion. Motion carried. Chief Martin reminded the Board that Captain Taylor was prepared last month to take the Oath of Office – but was called out on a Call. Due to that, he is here to also take the Oath of Office.

Chief Martin administered the Oath of Office to Captain Taylor and also to Captain Francis.

**Minutes Approval** – After Mrs. Christy had a few questions answered regarding the minutes, Mrs. Christy made motion to approve Minutes of August 15th, 2017 and Mr. Ward seconded motion. Motion carried.

**Financials Approval** - Mrs. Christy made motion for approval of the July 2016 – June 2017 Financials and Mr. Ward seconded. Motion carried. Mrs. Christy made motion and Mr. Ward seconded approval of August 2017 Financials. Motion carried.

**Bills Approval** - Mr. Lane made motion & Mr. Ward seconded motion to approve bills, Mrs. Christy opposed and Mr. Evans abstained. Motion carried.

Regarding the approval of the bills, Mrs. Christy had a question about our weed abatement and where it was on our budget. Chief Martin said he would research where Chief Harmon had it listed on our budget.

**Board Business**

**Procurement Process/Thresholds** - Mrs. Christy wondered about the procurement process. She wondered if thresholds were per year or per purchase. Chief Martin said it was per purchase.

**Cardiac Monitors** – Chief Martin discussed the terms of the Lease; which were not beneficial to the District – His request & recommendation is to buy the monitors outright for the price of $120,233.00. Chief Martin would like 4 monitors so each Station has a monitor and one extra for backup or in the case of inter-facility transport. This would keep consistency in the use of the monitors and in the case one is sent in for repairs we still have one for each Station. Mr. Ward suggested adding the paperwork for the cash price of these monitors along with the information on the Lease options so all options are noted and ready for discussion. Mr. Ward made motion for approval of Cardiac Monitors in the amount of . Mr. Lane seconded motion. Mrs. Christy opposed. Motion carried.

**Refurb. Change orders –** Chief Martin said the current foam system is not compatible with our fleet. He is requesting $12,500 to replace the foam system to match what we have in the rest of our fleet. This is also a request for a new intercom system not to exceed $8500 from the Dave Clark System and to move to Cigtronics System which is what the rest of our fleet is. These purchases will bring the total of the refurbishment to about $245,000. Mr. Ward made motion to approve change order request and Mr. Lane seconded. Mrs. Christy opposed.

**PSPRS Appointment –** Chair Evans said he spoke with the Board’s attorney, Mr. Whittington and he recommended having Chair Evans appoint Mrs. Christy. Mrs. Christy declined the appointment. Mr. Ward was not familiar with the PSPRS Board and Mrs. Christy gave information on the history and Chief Martin gave clarification to what the Board is responsible for. Mr. Ward said he would be willing to be a part of the PSPRS Board for Mohave Valley Fire. Mrs. Christy made motion to appoint Mr. Ward and Mr. Lane seconded motion. Motion carried.

**Purchase of (3) Fortigate WiFi Routers –** Chief Martin discussed how vulnerable our firewall and data system are and the fact that this would protect our internet and data within the three Stations. Chief Martin said this would come out of Capital. Mrs. Christy made motion to approve $5863 for approval of the Fortigate System. Mr. Ward seconded motion. Motion carried.

**Move date of Board Meetings –** After discussion amongst the Board, it was decided the October Board Meeting would be moved to Wednesday, October 18th, and the November and December Meetings would stay as originally scheduled. Mrs. Christy made motion and Bob Lane seconded. Motion carried.

**EMS Calls –** Because Chief Harmon was out during the Board meeting,Chiefs Martin & Gibson explained what Chief Harmon said about the priority dispatching at the August 15, 2017 Board Meeting. Before the changes were made at Dispatch – no matter what the request; the Engine would follow the Ambulance. Based on the request, the dispatch will only page the Ambulance for simple Ambulance calls. That leaves our Engine available to another call if needed instead of losing money that would be going to Mohave Valley Fire to Fort Mohave FD or Needles.

**OSHA** – OSHA received a complaint regarding some issues at Mohave Valley Fire District. OSHA arrived at Station 81 and was here for 48 hours. They gave recommendations and we complied. We have not heard from them since they were here. To do our FIT testing, we rely on using the equipment owned by surrounding Fire Districts. We have not been able to use their equipment. If this continues to be a problem, we will purchase the equipment for our Department and have it on hand when we need it.

**Fire Marshall Gibson** – issued 32 burn permits; 49 abatement letters, 7 complaints, 11 county referrals, - and have received 4 proceed letters. No invoices sent to County due to timing. Three hydrants that were broke – one in Smith’s and 2 in Desert Springs – the one in Desert Springs was because the street valve had been closed. Twelve of the 16 lots that were bid have been cleared. At this point in the billing, we will receive $3305.00 over the cost of the contractor fee to cover our administrative costs.

**Chief Martin** - Paramedic Class - All 7 have graduated from Paramedic class! Now it is on to passing the National Registry. We will have a celebration when they have all passed that. Chief Martin is hoping to know the end of October or by the middle of November. We have sold the Engine for $2100 and it will be heading to Australia as soon as we receive those funds.

Mr. Ward made motion to adjourn at 4:22 and Mr. Lane seconded. Motion carried.

Minutes respectfully submitted by Rhonda Letcher, Financial Specialist.