

Mohave Valley Fire Department
August 21, 2019

BOARD MEETING MINUTES

Meeting called to order: by Chair Christy @ 5:00pm; Pledge of Allegiance.

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

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

Call to the Public: None

Minutes: Chief Harmon cautioned the Board regarding approving previous Board Minutes and not signing the Approved Payments. A discussion regarding Bid Procedures followed. ****PLEASE NOTE THE BOARD MEETING RECORDER STOPPED RECORDING AFTER THIS POINT**** Mr. Ward made motion to approve Minutes from July 17, 2019 and Ms. Watson seconded. Motion carried.

Monthly Bills & Financials: Chairperson Christy inquired about a payment to Craig Truitt Esq. and was explained it was an employee matter. Mr. Ward made motion to approve the bills and monthly financials for July 2019 and Ms. Watson seconded. Chairperson Christy opposed. Motion carried.

BOARD BUSINESS PUBLIC SESSION

Back Pack Buddies Thank you Letter: The Fire Department received a Thank You Letter from the Legacy Foundation for their participation in the 2019 Backpack Buddies Program.

Surplus Radio Equipment from Bullhead City: A request was made table discussion regarding the Surplus Radio Equipment until next month when Chief Martin returns. Mr. Ward made motion to table the discussion and Mr. Evans seconded. Motion Carried.

Procurement Procedures: Chairperson Christy advised Ms. Sanders to make sure meeting topics are separated on future agendas. Concerns were brought up that we are not following the adopted procurement policy. Discussion regarding the Procurement Procedures Revision is tabled until next month when Chief Martin returns. Mr. Ward made motion to table the discussion and Ms. Watson seconded the motion. Motion Carried.

Policy 4-019 Revision: Travel and Per Diem Reimbursement Policy was updated to the State of Arizona Accounting Manual, Topic 50 to clarify travel and per diem receipt reimbursements for employees. Mr. Ward made motion to the 4-019 Policy Revision and Ms. Watson seconded. Motion carried.

Trash Bids FY 2019/2020: No bids have been received at this time. Mr. Ward made a motion to table the discussion until next month. Ms. Watson seconded. Motion Carried.

Fire Marshal Gibson: Stated that the Tribal School and Cultural School Inspections were complete. He also reiterated that Mohave County was still under a County Wide Fire Ban. Lastly, Fire Marshal Gibson gave praise to Fire Fighter Ronan for donating an air conditioner to a family in need; Our Crew was then able to obtain 3 other air conditioners through the River Fund and they took time to go and install all 4 air conditioners for the family.

Chief Harmon: Informed the Board that we had 106 calls in July with an average response time of 6.28 minutes. He explained to The Board that Bullhead City Fire had ceased working on Mohave Valley Ambulance Billing. 3 Companies were considered and Action Ambulance Billing met all of our criteria.

Chairperson Christy inquired why the Budget Reports appeared differently than they have in the past. Chief Harmon explained the Budget Reports to her and stated he would work with Ms. Sanders to ensure the budget reports appeared in the same format as they have in the past.

Mr. Ward made motion to adjourn and Mr. Evans seconded at 5:40 pm. Motion carried.

Minutes respectfully submitted by Johanna Sanders, Financial Specialist.