



Rio Verde Fire District
25608 North Forest Road
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**MINUTES OF THE
RIO VERDE FIRE DISTRICT
BOARD OF DIRECTORS GENERAL SESSION**

November 18, 2019

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COMMISSIONERS PRESENT: Marty Bowin, Jerry Fickes, Jeanne Finney, George Kattermann, and Nancy Sewell

COMMISSIONERS ABSENT: None

ALSO PRESENT: Chief Jay Ducote, Fire Marshal Chris Cavanaugh, and Administrative Manager Jennifer Jacobs; Rio Verde Fire District

I. CALL TO ORDER

The Monday, November 18, 2019, General Session of the Board of Directors was called to order by Chairperson George Kattermann at 9:00 a.m. in the Alexander Building Board Room, Rio Verde, Arizona 85263.

II. ROLL CALL OF BOARD MEMBERS

All commissioners were present.

III. CERTIFICATE OF POSTING

The District's Certificate of Posting was presented, certifying that the meeting's agenda had been posted by Captain Nate Malmrose at least twenty-four hours prior to the meeting. This certificate was posted at the fire station, Rio Verde Post Office, Rio Verde Community Center, the Tonto Verde Community Center, and on the District and Trilogy websites.

IV. RESOURCE SPECIALISTS REPORT

There was no Resource Specialists report.

V. CALL TO THE PUBLIC

There was no response to the Call to the Public.

VI. APPROVAL OF MINUTES

October 28, 2019, General Session

Commissioner Fickes moved the approval of the October 28, 2019, General Session minutes. That motion was seconded by Commissioner Finney and passed unanimously.

VII. CLERK'S REPORT

Future Meetings

Commissioner Fickes listed the following meeting dates:

- Monday, December 16, 2019 – 9 a.m. (Commissioner Finney will attend by phone)
- Monday, January 27, 2020 – 9 a.m.
- Monday, February 24, 2020 – 9 a.m.

Board meetings are scheduled for the Alexander Building Board Room.

VIII. FINANCIAL REPORTS

Due to the Maricopa County Treasurer's Office not having October data ready until late last week, the Accountants were unable to provide October financial reports for this meeting. However, Commissioner Bowin was able to present the following preliminary financial report:

PRELIMINARY Financial Report – October 2019	
Revenue	\$1,336,754.09
Expenses	\$249,571.62
Net Income	\$1,087,182.47
Transfers to/from Capital Fund	\$0.00
Adjusted Net Income	\$1,087,182.47
Monthly Budgeted Net Income	\$609,180.49
YTD Actual Net Income	\$1,632,851.70
Borrowing from Capital Fund	\$900,000.00
YTD Adjusted Net Income	\$732,851.70
YTD Budgeted Net Income	\$261,850.70

Commissioner Bowin moved that the Board transfer (repay) \$400,000 from the General Account to the Capital Account. That motion was seconded by Commissioner Sewell and passed unanimously.

Commissioner Bowin noted that October financials will be reviewed at the December meeting and added that likely both November and December financials will be reviewed at the January meeting.

IX. 2020 STRATEGIC PLAN

Chief Ducote stated that he, along with RVFD staff members, community members, and Commissioners Sewell and Bowin, updated the Strategic Plan including the SWOT (Strengths, Weaknesses, Opportunities, Threats) Analysis.

Commissioner Bowin clarified that the Strategic Plan does not authorize any expenditures.

Commissioner Fickes noted two additions he would like to see:

- An objective to maintain the current ISO rating.
- Regarding the pension, an initiative to maintain the Public Safety Pension policy and the goal to achieve 100% funding by 2036.

Chief Ducote and Commissioner Fickes will work together to ensure proper wording of these changes.

Commissioner Finney noted that the front page of the Strategic Plan says “2015-2020 Draft” and that it should be changed to “2020-2025”.

Commissioner Fickes moved that the Board approve the Strategic Plan with the changes noted above. Commissioner Sewell seconded the motion, and it was passed unanimously.

X. EMS REPORT

Commissioner Finney advised that 5 surveys had been returned this month, all mentioning outstanding service. Comments included efficient, friendly, excellent, wonderful, and appreciative.

XI. CHIEF'S REPORT

Wildland Deployment

A wildland team of three (3) recently returned from two areas of Southern California where they primarily provided coverage for National Forest Fire Stations.

December Board Meeting

- Strategies 360 will be giving a presentation.
- Chief Ducote asked if it would be possible for the Board to vote on whether to hire Strategies 360 as well as choose an underwriter at the December meeting. Commissioner Bowin requested, and the Board concurred, that discussion be moved to the January meeting when projections for both response times and revenue would be presented.

XII. FIRE MARSHAL REPORT

Fire Marshal Chris Cavanaugh reported the following for the month of October 2019:

District activity and average response times:

Call Type	Response Time	
In-District EMS	5:09	
Out-of-District EMS Non-Corridor (Fountain Hills, Fort McDowell)	7:00	
Out-of-District EMS Corridor	N/A	
In-District Non-Emergency	5:09	
Call Type	# Occurrences	
	October 2019	October 2018
EMS In-District Calls	21	21
EMS Out-of-District Calls (Non-corridor)	1	0
EMS Out-of-District Calls (Corridor)	0	2
Non-EMS In-District	42	58
Transports	19	16
• Out of District Transports	0	0
Outside Rescue Used Within District*	1	0
Fire-related Calls**	3	6
BP/Information Services	31	38
Station Tours/Walk-in First Aid	0	4
Child Seat Install	0	1

*RVFD rescue was already transporting other residents

** (2) Gas Leak, (1) Alarm Malfunction

Cavanaugh noted that 5 out of the 21 In-District EMS calls were in Trilogy. The average EMS response time for Trilogy was 9 minutes 11 seconds. In comparison, the average EMS response time for Rio and Tonto was 3 minutes 54 seconds.

Permits issued:

October	2019	2018
Sprinklers	4	20
Propane Tanks	4	17
Others	0	0
YTD (All Types)	289	275

Other Prevention Activity (October)	
Sprinkler Plan Reviews	1
Propane Plan Reviews	4
Total Inspections (Fire Marshal and Inspectors)	32

XIII. ADMINISTRATIVE MANAGER'S REPORT

Administrative Manager Jennifer Jacobe noted no change from last month's Wildland Billing report. She added that the most recent Wildland Assignment would be billed later this week, and will be reported at the December meeting.

Jacobe distributed agendas for the upcoming AFDA conference and PSPRS meeting – both being held in January 2020. She stated that everyone must decide whether or not they will attend each event no later than the December Board meeting to allow time for registration.

XIV. BOARD COMMENTS

Commissioner Bowin stated that he felt the November 16th Firewise presentation was the best one yet. He noted that the change in format was positive and that all attendees stayed until the end.

Commissioner Fickes reminded everyone that there will be an election of Board Officers at the December meeting.

XV. CHAIRPERSON COMMENTS

Chairperson Kattermann handed out an article from the Wall Street Journal regarding Municipal Bond issuance which listed the lead underwriters and municipal advisory firms in 2018.

XVI. ADJOURNMENT

Commissioner Fickes moved that the meeting adjourn at 9:45 a.m. That motion was seconded by Commissioner Finney and passed unanimously.

Submitted by: Jennifer Jacobe, Administrative Manager