



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

**August 27, 2018**

**TABLE OF CONTENTS**

<b>I. CALL TO ORDER .....</b>	<b>2</b>
<b>II. ROLL CALL OF BOARD MEMBERS.....</b>	<b>2</b>
<b>III. CERTIFICATE OF POSTING .....</b>	<b>2</b>
<b>IV. RESOURCE SPECIALISTS REPORT .....</b>	<b>2</b>
<b>V. CALL TO THE PUBLIC.....</b>	<b>3</b>
<b>VI. APPROVAL OF MINUTES.....</b>	<b>3</b>
<b>VII. REPORTS AND CORRESPONDENCE .....</b>	<b>3</b>
Clerk's Report .....	3
Financial Report.....	3
EMS Survey Report.....	4
Chief's Report .....	4
Deputy Chief's Report.....	4
Administrative Manager's Report .....	5
<b>VIII. UNFINISHED BUSINESS.....</b>	<b>6</b>
<b>IX. BOARD COMMENTS.....</b>	<b>6</b>
<b>X. CHAIRPERSON COMMENTS .....</b>	<b>6</b>
<b>XI. ADJOURNMENT.....</b>	<b>6</b>



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## **MINUTES OF THE RIO VERDE FIRE DISTRICT BOARD OF DIRECTORS GENERAL SESSION**

**August 27, 2018**

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

**COMMISSIONERS ABSENT:** None

**ALSO PRESENT:** Chief Jay Ducote, Deputy Chief Eric Merrill, and Administrative Manager Jo Lewis, Rio Verde Fire District

### **I. CALL TO ORDER**

The Monday, August 27, 2018, General Session of the Board of Directors was called to order by Chairperson George Kattermann at 9 a.m. in the Alexander Building Conference 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 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 specialist report.

## V. CALL TO THE PUBLIC

There was no response to the Call to the Public.

## VI. APPROVAL OF MINUTES

July 30, 2018, General Session

**Commissioner Fickes moved the approval of the July 30, 2018, General Session minutes as presented. That motion was seconded by Commissioner Sewell and passed unanimously.**

## VII. REPORTS AND CORRESPONDENCE

### ***Clerk's Report***

#### Future Meetings

Commissioner Fickes listed the following meeting dates:

- Monday, September 24, 2018 – 9 a.m.\*
- Monday, October 22, 2018 – 9 a.m.
- Monday, November 26, 2018 – 9 a.m.

\*Note recent change in date from Tuesday, September 25.

Board meetings will be held in the Alexander building conference room.

### ***Financial Report***

Due to unforeseen issues with the Maricopa County Treasurer computer system delaying receipt of needed information, August transactions and July month-end reports will remain unavailable to the District until August 30<sup>th</sup> or 31<sup>st</sup>. These reports will be reviewed and approved during the September 24, 2018, meeting.

The District's QuickBooks continues to show balances and provide financial data to support the smooth operation of the District. Administrative Manager Jo Lewis stated the approximate Capital Account balance as \$996,000.

**Due to an emergency brought about by the delays in the information provided by the Maricopa County Treasurer's Office, Commissioner Bowin moved that the Board approve the transfer of \$350,000 from the Capital Account to the General Account to cover expenses for the month of September 2018. That motion was seconded by Commissioner Finney and passed unanimously.**

Per Commissioner Bowin's request, in the future all Board members will review each upcoming meeting agenda prior to its posting.

## **EMS Survey Report**

Commissioner Finney indicated that seven (7) survey responses had been received, all noting "Outstanding Service." No one needed to be contacted, and there were no negative comments.

## **Chief's Report**

### Wildland Deployment

Chief Ducote commended Josh Johnson for his participation as a strike team leader in California's largest wildfire (Ranch Fire) at 402,000 acres to date—now 67% contained. When Johnson returns on Friday, August 31, he will have fought this fire for two full weeks.

### Firefighter Hewson's Paramedic School Graduation

Firefighter Heath Hewson graduated from paramedic school on Saturday, August 25, 2018. Representatives from the Rio Verde Fire District and the City of Scottsdale Fire District were present for the graduation.

Several articles will be published in the Rio Verde, Tonto Verde, and Fountain Hills news publications on the District's wildfire participation and Heath Hewson's graduation from paramedic school.

## **Deputy Chief's Report**

### Activity Report – District Response Times – July 2018

Deputy Chief Eric Merrill reported the following response times for the month of July 2018:

<b>Call Type</b>	<b>Response Time</b>
In-District EMS (Average)	2:53
Out-of-District EMS (Average)	0:00
Out-of-District Corridor (Average)	9:30
In-District Non-Emergency (Average)	4:34

<b>Call Type</b>	<b># Occurrences</b>	
	<b>2018</b>	<b>2017</b>
<b>Year</b>		
EMS In-District Calls	10	6
EMS Out-of-District Calls	0	4
EMS Corridor Calls	2	8
Non-EMS In-District	45	29
Transports	10	13
Outside Rescue Used Within District	0	0
Fire-related Calls*	3	3

BP/Information Services	23	34
Station Tours/Walk-in First Aid	0	0
Child Seat Install	2	1

\*2 Alarm Malfunctions, 1 Small Brush Fire (Tree Stump Smoldering)

**Administrative Manager's Report**

Wildland Fire Expense Update

	<b>Invoiced Amount</b>	<b>Paid Amount</b>
Southern LNU Complex Napa Valley, California 10/11/2017 – 10/24/2017 Joshua Johnson with Mayer FD	\$9,206.66*	
CNF Cover 2018 Fire California 7/6/18 & 7/9/18 – 7/14/18	\$38,554.36	
West Fire California 7/7/18 – 7/8/18	\$12,286.71	
Ferguson Fire California 7/16/18 – 7/22/18	\$34,774.98	
STF July Lightning Fire California 7/15/18 – 7/16/18	\$10,530.57	
Ranch Fire – Mendocino Complex California J. Johnson – Strike Team Leader 8/15/18 (2 weeks) – Estimated	\$15,000	
<b>INVOICED TOTALS</b>	<b>\$120,353.28</b>	

The Board-set wildland accounts receivable maximum of \$150,000.00 was never exceeded.

\*This amount has been approved for payment and should be received shortly.

Annual Audit FY 2017/2018

A short sub-meeting will be held today, August 27, at 11 a.m. to kick off the FY 2017/2018 Annual Audit.

## VIII. UNFINISHED BUSINESS

There was no Unfinished Business.

## IX. BOARD COMMENTS

### PSPRS Local Board

Regarding the AZ PSPRS bill that requires local PSPRS boards to certify and post the amount of funds credited in the actuarial report, its current funding ratio, and a plan for moving toward a funding goal, Commissioner Fickes reported on a telephone conversation with the plan's Michigan actuary. The actuary showed Commissioner Fickes where to locate the data needed to verify funding. He stated that he will now compare the District's figures with the actuarial report on an annual basis. Commissioner Sewell was asked to assist in this reconciliation system.

During the next meeting of the PSPRS Local Board (September), that Board will vote on certifying the pension reporting data for posting. A short policy for doing so will be posted online, and all non-compliance items in this report will be provided to the AZ PRPRS. PSPRS Local Board Secretary Jo Lewis will compile the meeting agenda and send it to Chairperson Fickes for review.

### Ambulance Billing Process

Commissioner Sewell will meet with staff to discuss the process used in ambulance billing. That meeting is set for Wednesday, August 29, at 2 p.m. in Chief Ducote's office.

Commissioner Fickes thanked the fire department for checking his home during a home burglar alarm when he was away on vacation. He noted that it was good to have a fire box, so no damage is done to the door or windows by the police during an alarm.

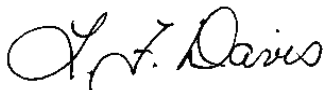
## X. CHAIRPERSON COMMENTS

There were no additional chairperson comments.

## XI. ADJOURNMENT

**Commissioner Bowin moved that the meeting adjourn at 9:40 a.m. That motion was seconded by Commissioner Finney and passed unanimously.**

Respectfully submitted,



Libby Floyd Davis  
My Personal Secretary  
(From Voice Recording)