

## NOTICE OF BOARD MEETING

### HEBER-OVERGAARD FIRE DISTRICT BOARD OF DIRECTORS

Pursuant to A.R.S. 38-431.02. Notice is hereby given to the members of the Heber-Overgaard Fire District and the general public that the Heber-Overgaard Fire District will hold a meeting open to the public on August 17, 2021 at 6pm. in the Heber-Overgaard Fire Station, Overgaard, Navajo County, Arizona. As indicated in the following agenda, the Board may vote to go into executive session, which will not be open to the public to discuss certain matters.

Pursuant to the Americans with Disabilities Act (ADA), the Heber-Overgaard Fire District endeavors to ensure the accessibility of its meetings to all persons with disabilities. If you need an accommodation for a meeting, please contact the Fire District's Administration at 928-535-4346 at least 48 hours prior to the meeting so that an accommodation can be arranged.

#### Pledge

1. CALL TO ORDER and ROLL CALL OF BOARD MEMBERS:
2. CONSENT AGENDA:
  - A. APPROVAL OF MINUTES:
    1. Regular Session minutes of July 20, 2021
  - B. REPORTS AND CORRESPONDENCE:
    2. July 2021 Fire & EMS Reports
    3. July 2021 Fire Chief's Report
    4. July 2021 Deputy Chief's Report
3. CALL TO THE PUBLIC:
4. OLD BUSINESS:
  - A. Discussion and possible action regarding the Heber Overgaard Fire District Policy:
    1. Drug and Alcohol Testing (page 85)
    2. Arrest for DUI or Other Class A Violation (page 91)
  - B. Discussion and possible action regarding the Heber Overgaard Fire District 2021-22 Fee Schedule.
    1. Burn Permit fee for areas out of the district.
5. NEW BUSINESS:
  - A. Discussion and possible action regarding the July 2021 Monthly Financial and Ambulance Financial Statements.
    1. End of year summary presented by James Vincent Group.

2. End of year run summary.

- B. Discussion and possible action regarding the Governor's Office Highway Safety Grant of \$15,819.00 for extrication equipment.
- C. Discussion and possible action regarding apparatus.
- D. Discussion and possible action regarding Mobile Data Terminal.
- E. Discussion and possible action regarding the copy machine.
- F. Summary of the dynamite event within the community.

6. CALL TO THE PUBLIC:

7. ADJOURNMENT:

SOME BOARD MEMBERS AND/OR DISTRICT ATTORNEY MAY APPEAR TELEPHONICALLY ON ABOVE AGENDA ITEMS OR EXECUTIVE SESSIONS. A COPY OF THE AGENDA BACKGROUND MATERIAL PROVIDED TO BOARD MEMBERS (WITH THE EXCEPTION OF MATERIAL RELATING TO POSSIBLE EXECUTIVE SESSIONS) IS AVAILABLE FOR PUBLIC INSPECTION AT THE FIRE HALL FROM 8:00 A.M. TO 4:00 P.M. DAILY. UNDER A.R.S. SECTION 38-431.03 (A). THE BOARD RESERVES THE RIGHT TO ADJOURN INTO EXECUTIVE SESSION ON ABOVE AGENDA ITEMS WHEN NEEDED, ARS 38-431.03 (A) (3) FOR LEGAL ADVICE ON ANY OF THE ABOVE AGENDA ITEMS OR ANY MATTER OF PROCEDURE.

Call to the Public A.R.S 38-431.01. (H). A public body may make an open call to the public during a public meeting, subject to reasonable time, place and manner restrictions, to allow individuals to address the public body on any issue within the jurisdiction of the public body. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.

POSTED AT THE HEBER/OVERGAARD FIRE STATION, ON DATE: 8-13-21

Board Chairperson Announcement: Executive Sessions are Confidential.

**HEBER-OVERGAARD FIRE DISTRICT BOARD**  
**BOARD MEETING MINUTES**  
**August 17, 2021**

The meeting was called to order by Chairman Roger Owens at 1800.

In attendance:

Roger Owens, Chairman  
Roxanne Flynn, Board Clerk  
Mike Brewer, Board Member

Steven Grumkoski, Board Member  
Jerry Call, Board Member  
Dee McCluskey – Fire Chief

1. CALL TO ORDER and ROLL CALL OF BOARD MEMBERS:
2. CONSENT AGENDA:
  - A. APPROVAL OF MINUTES
    1. Regular Session minutes of July 20, 2021

**MOTION made by Jerry Call to accept the Consent Agenda. Roxanne Flynn SECONDED the MOTION. All In Favor.**

- B. REPORTS AND CORRESPONDENCE:
  1. July 2021 Fire & EMS Reports
  2. July 2021 Fire Chief's Report
  3. July 2021 Deputy Chief's Report

**MOTION made by Jerry Call to accept the Reports and Correspondence. Steven Grumkoski SECONDED the MOTION. All in Favor.**

3. CALL TO THE PUBLIC:

*No Public Comment.*

4. OLD BUSINESS:
  - A. Discussion and possible action regarding the Heber Overgaard Fire District Policy:
    1. Drug and Alcohol Testing (page 85)
    2. Arrest for DUI or Other Class A Violation (page 91)

**MOTION made by Mike Brewer to go into EXECUTIVE SESSION per A.R.S Section 38-431-03 (A). Steven Grumkoski SECONDED the MOTION. All in Favor. 18:03.**

**MOTION made by Mike Brewer to go back into REGULAR SESSION. Steven Grumkoski SECONDED the MOTION. All in Favor. 18:52.**

**MOTION made by Mike Brewer to hold a work study group with Brenda Tranchina, the Fire Chief and all board members that are able to attend in the second or third week of October. Roxanne Flynn SECONDED the MOTION. All in Favor.**

- B. Discussion and possible action regarding the Heber Overgaard Fire District 2021-22 Fee Schedule.

1. Burn Permit fee for areas out of the district.

**MOTION made by Steven Grumkoski to add to the Fee Schedule a charge of \$20 for Burn Permits outside of our CON. Jerry Call SECONDED the MOTION. All in Favor.**

5. NEW BUSINESS:

- A. Discussion and possible action regarding the July 2021 Financial and the Ambulance Financial Statements.

**MOTION made by Steven Grumkoski to accept the July 2021 Financial and Ambulance Financial Statements. Mike Brewer SECONDED the MOTION. All in Favor.**

1. End of year summary presented by James Vincent Group.

*Steven with JVG stated the fiscal year was over achieved in revenues due to the increase in tax revenues, ambulance revenues and wildland revenues. He stated management did an excellent job with the expenses. The \$300K that the board approved out of the budget was put into the Capital Fund account in March. Chief McCluskey stated with the additional revenue of about \$275K we are in a position to move those revenues into the Capital or Operational account.*

2. End of year run summary.

*Chief McCluskey stated there has been an increase in the call volume with behavioral, suicidal, domestic violence, and seizures. He stated motor vehicle accidents have been more severe. He stated he received a report from the school that there are an additional 50 new students added to the district this year.*

- B. Discussion and possible action regarding the Governor's Office Highway Safety Grant of \$15,819.00 for extrication equipment.

**MOTION made by Jerry Call to accept the \$15,819.00 from the Governor's Office for the Highway Safety Grant. Steven Grumkoski SECONDED the MOTION. All in Favor.**

- C. Discussion and possible action regarding apparatus.

**MOTION made by Roxanne Flynn to purchase a F450 Chasse for an ambulance box remount, not to exceed \$200K. Mile Brewer SECONDED the MOTION. All in Favor.**

- D. Discussion and possible action regarding Mobile Data Terminal.

**MOTION made by Steven Grumkoski to purchase 4 units for \$25K. Mike Brewer SECONDED the MOTION. All in Favor.**

- E. Discussion and possible action regarding the copy machine.

*The board asked for the Fire Chief to look into other companies.*

- F. Summary of the dynamite event within the community.

*Chief McCluskey explained of the event that took place.*

6. CALL TO THE PUBLIC:

*No Public Comment.*

7. ADJOURNMENT

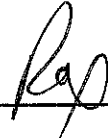
**MOTION made by Jerry Call to Adjourn. Mike Brewer SECONDED the MOTION. All In Favor. 19:59**

Respectfully Submitted,

Shelley Neely  
Administrative Assistant



M. Brewer



R. Flynn



S. Grumkoski

R. Owens

J. Call

# HOFD INCIDENT RUN SUMMARY

## JULY 2021

<b>EMS – Billing Summary</b>	(JULY)	(YTD-2021)
ALS Transports	40	270
BLS Transports	6	21
Deceased	2	6
Helicopter	0	5
Patient Refusals	<u>32</u>	<u>107</u>
<b>Total EMS Billing</b>	<b>80</b>	<b>408</b>
<b>FIRE – Run Summary</b>	(JULY)	(YTD-2021)
Fire	6	31
Rescue & EMS	93	535
Hazardous Condition	2	19
Service Call	11	69
Good Intent Call	12	50
False Alarm & False Call	3	21
Severe Weather & Natural Disaster	<u>0</u>	<u>2</u>
<b>Total EMS-FIRE Calls</b>	<b>127</b>	<b>729</b>
<b>ACTIVITY –Summary</b>	(JULY)	(YTD-2021)
Community Events	0	1
Burn Permit	4	43
Public Assist	4	16
Residential Lockbox Install	0	9
Lift Assist	1	3
Vehicle Lockout	2	29
Public Education	<u>0</u>	<u>4</u>
<b>Total ACTIVITY Calls</b>	<b>10</b>	<b>101</b>
<b>FIRE PREVENTION ACTIVITY –Summary</b>	(JULY)	(YTD-2021)
Initial Inspection	1	3
Re-Inspection	1	2
Annual Inspection	0	10
Firewise Inspections	1	2
Engine Company Surveys	1	2
Public Education	<u>0</u>	<u>6</u>
<b>Total PREVENTION ACTIVITY</b>	<b>4</b>	<b>26</b>
<b>RESPONSE TIMES</b>		
<b>EMS Response Times Month (JULY)</b>	<u>Minutes.Seconds</u>	
In-District	4.17 (-)	
Out of District – In CON	9.62 (-)	
Out of CON	40.42 (+)	
<b>EMS Response Times 2021</b>	<u>Minutes.Seconds</u>	
In-District	4.21 (-)	
Out of District – In CON	11.84 (-)	
Out of CON	25.44 (+)	

**The mission of the Heber-Overgaard Fire District is to serve the people and to protect lives and property by providing fire, rescue, and emergency medical services.**