



Desert Hills Fire Department
3983 London Bridge Road
Lake Havasu City, AZ 86404
(928) 764-3333 (FAX) 764-2397

Desert Hills Fire Department
Board Meeting Minutes
09/10/2014

1. Call to order

Chairman Smith called to order the Desert Hills Fire District Board meeting at **5:00** on Wednesday, **September 10th, 2014** at the Desert Hills Fire station Meeting Room located at 3983 London Bridge Road, Lake Havasu City, AZ.

2. Pledge of Allegiance

Pledge of Allegiance commenced by Board Member Smith

3. Roll Call

The following board members were present:

Shon Smith
John Hayes
Michael Griffin

The following were also present:

Chief Weber and Administrator Kentch

4. Call to the Public: none

5. Minutes of 8-13-2014 meeting: Motioned by Board member Hayes to accept minutes seconded by board member Griffin. Accepted.

6. Reports

Financial Report: Administrator Kentch indicated no financials were available this month due to the county not providing the department with the reconciliation statements for the Warrant account. Kentch indicated the auditors will be arriving the 29th of October for the yearly audit. The audit normally takes approximately 3 days.

Chief's Report: As listed in attached. Specific information included the Haz Mat assignment at the Luv's truck stop. Chief indicated the call lasted approximately 7 hours. He acknowledged the comments received by Havasu Fire that our crew was doing a great job. Chief shared his "eye opening" experience at the Fire Chief's conference he attended. Chief briefed on the positive meeting the Administrator had with Rusty at Copperpoint (Worker's Comp). Chief shared the cost savings we have experienced due to our record keeping and continued training. Chief shared his plans on re-establishing a safety committee. Chief indicated the fire department used to have a safety committee, but it was not continued. Chief shared how the safety committee will meet at each Staff/OPS meeting. Administrator Kentch shared with the board the fact that Rusty at Copperpoint was very excited to hear about our Staff/OPS meeting and the Safety Committee. Chief spoke on the monies allocated by the Auxiliary. He shared the need for some tuff books for our trucks, a new law mandates these as of 2015. In regards to the money from April donated by the Auxiliary, Administrator Kentch indicated the old chief never did dedicate the original \$10,000 for anything specific. She indicated this was normally done each year but he had not done so this year. Since the AFG requires 5% it works out to use the remaining funds on the matching amount. Kentch indicated she had looked in previous years minutes looking for specific assignment for the funds but did not find any. Chief was looking to possibly use this next years fund for the tuff books, a couple knox boxes and some repairs with some electrical matters in our trucks. Chief indicated he and some firefighters will be attending the 911 memorial at London Bridge Beach.

Correspondence: Chief Weber read a letter from the local union; DHPFFA 4543, thanking the fire district for the support in the annual MDA Fill the Boot drive. The amount raised this year almost doubled from last year to over \$5,200 in the three day drive.

7. Old Business:

- a. Discussion commenced in regards to which SCBA units to purchase. Captain Bunn spoke for the local union, he indicated that although the consensus from the union was for purchasing the Avon units he felt the consideration of cost savings for future repairs, working with LHC and the MSA brands should be considered. Administrator Kentch clarified that the unit that can be purchased can only be NFPA 2013 compliant and the MSA units the LHC uses are not compliant. Thus it leaves the G1 unit made by MSA which is not compatible with the LHC units. Avon units have a universal bottle holder which makes it the most compatible between the three units we saw. Kentch also shared the difference in warranties between the three units. With electronics warranties Scott has 3 years, MSA has 5 years and Avon has 10 years. Tuerschmann suggested going to Kingman Fire and watching their testing with all three packs. Chief Weber indicated they were putting all units through smoke tests and more. Motion by Chairman Smith to table until we get more information through the Kingman testing. Board member Griffin seconded. Tabled.
- b. Discussion commenced in regards to the process to conduct personnel reduction. Chairman Smith indicated their desire is to have two meetings in November. With that, each firefighter would meet for a verbal valuation. The first item is to have a physical agility test for each firefighter. Chief indicated this can be finished by mid-October. Chairman Smith indicated he would want the Chief or a Board member at each test. Board member Hayes asked the Administrator about some SAFER rules. Administrator Kentch felt that it looked like 6 men will need to be laid off, Chairman indicated we will all crunch the numbers. Chairman Smith also told the Chief to have evaluations finished in October. Smith also indicated the board will interview with each firefighter as well as look at all certs and longevity for each firefighter at the first meeting in November. Kentch asked if there would be a scoring method, Chairman Smith said no. Chief asked whom will make the decision for those getting laid off, Chairman Smith indicated it will be the Chief and the board that will make the decision. Chairman Smith motioned to follow the calendar with the agility tests, evaluations and interviews finishing by the second meeting in November, seconded by board member Griffin. Passed.

8. New Business.

- a. Discussion commenced in regards to engine 7059 for sale at the Lake Havasu City Fire Department as a backup unit. Chairman Smith indicated the city is looking at \$25,000, which is not something we could afford. Motioned by board member Griffin to offer \$10,000 to the city, paying with payments. Seconded by board member Hayes. Passed.
- b. Discussion commenced by Chairman Smith that he wanted to talk about this with the board, even though it did not need to be on the agenda. Administrator Kentch explained why she thought switching to AT&T would be a good idea. She explained the desire to have data included on the Chief's phone so he can use the business phone for business instead of using his personal phone due to it not having data. She also explained how her personal phone was dying and she needed to get a new one, prior to doing so she thought combining all phones on one plan would save money. Kentch found to add an additional line so both stations have a phone and to have all phones equipped with data would allow interfacing with the new tuff books and be beneficial to the chief and herself for the necessities of phone use for the department. She explained how she would reimburse the department for half the cost of her phone as opposed to the department reimbursing her. She explained how the two station phones would be necessary to have data once the tuff books are purchased and used. Kentch also explained how AT&T now has better coverage on rivers edge, which could help us. Kentch was hoping to save money for the department. Motioned by board member Griffin to remove item as an agenda item and have the Chairman and Administrator decide. Chairman indicated he will call AT&T this week. Motion seconded by Chairman Smith. Removed from agenda.
- c. Discussion commenced by Chairman Smith in regards to David Collings (past employee) employee file missing. Administrator Kentch explained how she found it missing, as well as the Chief finding his file was missing from his files. Motion by Griffin to send a certified letter to the old chief asking him if he has seen the file, seconded by board member Hayes. Passed
- d. Discussion commenced in regards to equipment that is missing the old chief had as his department equipment such as a radio and pager. Chairman Smith moved to include these items that are missing as well as the files in a detailed letter and ask for a response from the Mr Espinoza. Seconded by board member Griffin. Passed.
- e. Note-the agenda item did not include October as well as November. Chairman Smith motioned to change the October meeting of the 8th to October 15th at 7pm. He also moved to change the November 12th meeting to two meetings; one on the 5th at 10am and the other on the 19th at 7pm. Motion seconded by board member Griffin. Passed
- f. Discussion commenced by Administrator Kentch in regards to the Cascade system. She shared some documentation that

showed one model and one price to start the search for a new unit. She explained how we will be able to get the FEMA money from the AFG grant to pay for the unit. The documentation she shared was the “worst case scenario” in price. Administrator Kentch was hoping board member Hayes could help her find the best unit for the department. Board member Griffin motioned to have board member Hayes do more research on a new cascade unit. Motion seconded by Chairman Smith.

- g. Motion by Chairman Smith to move into EXECUTIVE SESSION for employee evaluation with Administrator Kentch, seconded by board member Griffin.

9. Future Agenda items: None

10. Adjourn: Meeting adjourned at 6:38pm

Jeanne Kentch, Administrator Date

Shon Smith, Chairman Date

John Hayes, Clerk Date

Michael Griffin, Board member Date