

AGENDA WFPA  
Board of Directors Meeting

April 14, 2012

9:00 a.m. Executive Session

9:25 a.m. Begin General Session

Board Members Present

President Bill Loughrige. Vice President Mark Keegan, Treasurer Greg Kozlowski, John Ohanesian and Greg Stava

Board Members Absent

Vic Hencken

Approve Agenda

Mark Keegan moved to approve the Agenda, second by Greg Stava; Passed

President Report

None

Secretary Report

Greg Stava moved to dispense with the reading of the minutes for the March meeting, second by Greg Kozlowski; Passed

Treasurer Report (Payment Resolutions) (Treasurer Greg Kozlowski)

## April 2012 WFPA Board Meeting Treasurer's Report for the month of March

### Overview

### Current Fiscal Year \*

Deposits	\$31,616.81	\$70,032.73
Debits	\$6,672.30	\$114,680.47
Net	\$24,944.51	(\$44,647.74)
Approximate final bank balance (all accounts combined)		\$105,000.00 ***

### Deposit Breakdown

Annual Dues	\$31,262
Bingo	\$302
Merchandise	\$53

## Large debits\*\*

Mayer Consulting	\$2,000
Truck Maint/Repair	\$1,630
Fundraising Mailing	\$1,140

\* Fiscal Year Runs June-May

\*\* \$500 and over, rounded to nearest \$10

\*\*\* Does not include funds designated for Big Bug Station

Greg reported that some of the donations were generally in the \$200.00 range and up.

John Ohanesian moved to accept the Treasurers report

Fire Chief Report (Includes ISO)

One medical call and one illegal burn

Spoke to the Crown King Chief; they've already had two wildfires

Training:

Several went through the AZ Wildfire Academy including sawyers and further medical training for EMTs

I'm taking a Hazmat Operations class and the instructor will come do a Hazmat awareness class for us (one-day class)

We are working having Prescott Fire help with some of our trainings through Wade Ward (hat tip John O'Hanesian)

We have a cross training scheduled with Buckeye FD about firefighter fitness

We need to start breathing apparatus training, we will look to outsource that to another FD or hopefully Steve from United Fire who did our fit testing, he seemed very willing to help out

We have applied for a scholarship to the State Fire School to cover tuition and expenses for two firefighters; we are hoping to send three firefighters to the school

Fleet:

Engine 86 is not as difficult or intimidating to use, as it first appeared (a good thing!) Jon Sumner and I had a session with Mayer on how to use it and our next training will go over operations of that truck for everyone

We have begun to procure what we need for E-86 but are doing so slowly to avoid repeating past spending errors. We bought 700 feet of 1 ¾ structure hose and actually 200 feet of that was given to us for free by the vendor, I spent a couple of hours at the MFD learning a# many of the ins and outs of hose from their hose expert

Carol Guthrie has sold her house and so we will need to get P-84 out of there, if the Big Bug Substation is completed in May then we will only need to find a temporary home for P-84 for a very short time

Potato Patch would like to build a substation but funding will be an obstacle for the time being Engine 85 will serve the dual role of being a support vehicle for E-86 and it will also be stocked as a Type-6 engine for wildland (it is just about there). The pump is powerful, it has 4wd and has a very tight turning radius and will be a huge asset

We had been participating in a grant for radios with Williamson Valley and other small departments in the area but were eliminated from consideration due to our non-profit status

SOP SOG committee:

Met on March 24 and due to meet before the board meeting on the 14<sup>th</sup> it is still early days but we should have a driving SOP to present to the board that includes MVD record checks

Personnel:

14 have passed the arduous pack test so far with more to follow this spring—several are not due until the fall. We are working on a policy for turnout gear; I have talked to chiefs from three other departments about this to help us devise our best course of action.

Dispatch

Dispatching with pagers, or not? There's an APP for that, we are looking into the feasibility of this. The RDC may have the ability to text us simultaneously to toning us out.

I updated a "working response roster" for our local dispatchers to use as they help notify firefighters about a call

Inter-agency:

Basin ops drill April 13, this is annual event consisting of a simulated inter-agency Type III incident and training for boots-on-the-ground firefighters. We've always only participated in the boots-on-the-ground but this year we will be part of the Type III incident which I believe is a positive and helps us integrate better into the fire community

PAWUIC meeting:

Forest Service is fully staffed for the season as of April 9.

The grant landscape appears to be changing with more 50/50 grants and fewer 90/10 grants.

Accounting:

Todd Klimas has been handling trying to get us paid for the three fires from last year that we did not submit paperwork for and he is optimistic that they will pay us; Todd is also taking care of our mutual aid agreements

Mark Keegan moved to accept the Fire Chief's report, second by Greg Kozlowski: Passed

Committee Reports

SOP & SOG Roger Nusbaum reports they have been meeting and are still working on them.

Firewise: Loren Bykerk said they continue to search for grants and are waiting to see if there will be additional money from the Title III grants we participated in earlier.

Nominating Committee: Deadline for applications to be posted in the Newsletter is today (4/14/12). There are two submitted as of the Board meeting and maybe two others who have expressed interest in being nominated from the floor.

#### Volunteer of the Month Recognition:

Todd Klimas, who was not present, was recognized for his assistance to Roger Nusbaum and his work to apply for reimbursement for having responded to the three fires earlier on the year. Todd has been consistent in his activities supporting the fire department. His work is greatly appreciated.

#### Old Business

##### MVD Records Checks

The SOP & SOG committee has completed a policy for this process. It will be modified to make minor language changes, but will require persons who operate our vehicles to have their MVD records checked to confirm they have valid Arizona driver's licenses.

As a result, the Board will sign the agreement with WJL Investigations to run the records after the Firefighters sign a release. Vice President Mark Keegan will sign on behalf of the Board, because President William Loughrige owns WJL Investigations. (The charge for running the records will be at WJL Investigations cost)

##### By-Laws/Articles of Incorporation

Bill Curosh has completed the draft new bylaws the Board plans to present to the Membership at the annual meeting. There are still pen and ink corrections to be made, but the content has been set.

The draft will be sent to Bill Whittington for review and to the community by email for their review and comment.

In addition, Bill Curosh recommended changes and additions to be made to the Articles of Incorporation:

The articles that assign "Membership" to property owners in the 3-mile area should be changed to "Eligible for Membership". There was some concern in the community about that language inferring that membership was automatic. Membership cannot be automatic; anyone eligible for membership has to acknowledge his or her acceptance of that membership. That is accomplished by any number of things, as simple as asking for a ballot at the annual meeting.

In addition, there are two paragraphs that non-profit corporations include in the Articles of Incorporation. This was one of the topics addressed by Bill Whittington last year.

## SOG's & SOP's

Previously discussed

## April Newsletter

Greg Stava reported that the Newsletter is nearly completed and ready for the printer. He hopes to have it completely ready by 4/17-19/12 and to Sir Speedy then for mailing the week of 4/23/12.

## Building on Big Bug

Mark Herrin was not present, but had written the Board to report nearly \$18,000.00 pledged with \$12,000.00 actually collected and deposited. Some work has already been completed and he asks that the Board for the ability to receive reimbursement.

After discussion by the Board Members, Mark Keegan moved to suspend the \$500.00 limit for reimbursement for non-budget expense items for the building on the Big Bug up to the amount donated for that building. John Ohanesian seconded and the motion passed by unanimous vote.

## Placement of Centennial Monument

Loren Bykerk had sent a request for approval to place the Centennial Monument on the wall below the Bulletin Board.

John Ohanesian moved to approve the placement of the monument, Greg Kozlowski seconded; Passed

## Internet Contract

Tabled

## New Business

### Water Contract

James Lee as part of the ISO Committee has forwarded a sample contract for accessing private water sources.

Greg Kozlowski said he had questions about the language that said the WFPA would be accepting "liability" for such access without identifying what the liability was.

Greg Stava said the plan to map out the water available was good; we just need to finalize the language.

Roger Nusbaum suggests to map out where the water sources might be then to make a plan to access it.

Mark Keegan echoed the concern about liability and believes the language needs to be cleared up. He would like to see a comprehensive plan before finalizing any agreements.

Roger Nusbaum said the WFD does have informal arrangements with some water sources already.

Bill Loughrige said that GIS mapping process had started to mark the water tanks. He will send an email to the community to see what is available.

Articles of Incorporation

Previously discussed

Adding Mill Site and Enchanted Forest to Eligible Members List

Bill Loughrige reported that there are areas south of Potato Patch (Mill Site Village, Hassyampa Lake) and on the north (Enchanted Forest) that should be added to the list of property owners that would be eligible to vote.

Mark Keegan pointed out that this is not a discussion about the area the WFD responds to, but the area that includes property owners eligible to vote.

Community Announcements:

John Ohanesian is reviving Walker Day, scheduled for June 23, 2012. The day will include a rummage sale. He is recruiting volunteers and activities for the day.

Victoria Morhous announced the WCAA was celebrating Arizona's 100<sup>th</sup> Birthday with an Art Auction and Dinner. The date is June 16<sup>th</sup> with Art Action starting at 3:00 p.m. at the Morhous home and the Dinner to start at the Highland Community Center at 5:00 p.m. There is a western theme and western dress is encouraged. Tickets are \$25.00 and must be purchased in advance.

John Horvat reported that Bingo would be Saturday April 21 and would continue through the summer on the 3<sup>rd</sup> Saturday. He also announced that the Pan Cake Breakfasts would begin on the last Saturday of April and continue through the summer. Volunteers are need for both activities.

John also said someone is needed to manage the sale of the WFPA merchandise. Anyone interested can contact him or Bill Loughrige.

Public Forum (Two-minute restriction)

Bud Mellor asked about the reverse 911 for notifying residents of a fire. He also said he thought the only access to the Mill Site was off the Old Senator Highway.

Stephen Nathenson asked about the long-term expense and responsibilities for insurance, maintenance and logistics for the new building on the Bid Bug.

Gary Honeycutt said it was a good idea to add the word "Eligible" for membership. He also asked what the criteria were for claiming membership.

Gary also asked the current balance of the bank account.

Chuck Bowers said he thought the 3-mile area excludes the Potato Patch.

Victoria Morhous asked to review the timeframe for the Bylaws. She wondered why the Board was presenting the proposed Bylaws to the membership before the review by the attorney was completed. She said that the attorney could be making suggestions that would create even more changes prior to the Annual Meeting.

She asked if the Board was going to consider the Bylaws at the May meeting. She said that would only give Community Members five (5) weeks to review them. She suggested that the Bylaws be tabled until May 2013 so they could really be looked at and not rushed through. It seems nobody looks at a calendar to say when things should be done by a specific date so everyone has a chance to look at things. She said that If the Board does not want to wait until May 2013, then hold a special Membership Meeting during Labor Day to present them for approval so everybody has time to review them.

Terry Piske reported that in 2011, the Bylaws had been sent to the attorney well in advance, but his reply had not been received until the day of the Board meeting.

Loren Bykerk wanted to thank Roger Nusbaum and Steven Nathenson for their fast and professional response to the medical emergency in his family.

Brief Board discussion if any about public comments

Bill Loughrige answered Bud Mellor's question by reporting that the Yavapai County Sheriff managed the reverse 911 system and they would be responsible for these notifications. Property owners can add their cellphone and phoenix area phone numbers to that reverse 911-notification list.

In previous years there had been a system using Citizen Band radio to make emergency announcements. That practice has died away.

WFPA used to use a private self-owned reverse 911 systems that required constant up dates. That system is also no longer operating.

Roger's report about email and texting notification was for notifying Firefighters when there was a call for response. Most have cell phones and it is a quick way to reach them when they are out of radio range.

Stephen Nathenson had asked about the arrangements with Mark Herrin for the building on the Big Bug. Bill Loughrige reported that a draft lease agreement had been created by Bill Curosh. That agreement will be reviewed and modified before completion. Basically, the agreement is that Mark will be responsible for paying the taxes; the WFPA will be responsible for the building. The WFPA will insure the building and the lease will be \$1.00 a year for 10 years. Mark will provide electricity and the lease agreement will follow ownership changes and be irrevocable.

In answer to Gary Honeycutt's remarks about eligibility to vote, Bill Loughrige said the new proposed Bylaws cover that. The proposed Bylaws identify several ways to become a voting member including volunteering, paying dues and just showing up to vote at the annual meeting.

Bill said there some people who want to see a requirement for donations for voting privilege. Bill says he believes there are a large number of Members opposed to that as he is.

There is no requirement other than to ask for a ballot included in the proposed Bylaws for voting rights.

He recognized that the WFPA could not impose Membership on anyone. People have to acknowledge they want to be members and they can do that by asking for a ballot at the annual meeting.

The proposed Bylaws are based on last year's proposed Bylaws with the issues that seemed to be the sticking points removed.

Treasurer Greg Kozlowski reported that the bank balance was at \$105,000.00 not counting the nearly \$20,000.00 donated for the Big Bug station.

Bill Loughrige reported that the GIS Committee map indicates that the Potato Patch is within the 3-mile area. He will get with Chuck to reconcile the differences. If needed the Board will make adjustments to be sure the Potato Patch is included.

With respect to Victorian Morhous' suggestion for further delay in review process for the Bylaw's, Bill Loughrige said the process would proceed as planned. When the review by Whittington was received, it would be shared with the membership. It has been a long process with a lot of opportunity for review and comment. If there are still questions at the time to vote, then vote as you think best. Members will be able to speak for and against approval before the vote is taken.

Greg Kozlowski said the Board had spent a lot of time preparing the Bylaws for presentation. The issues that seemed to cause the most controversy had either been eliminated or modified and he was comfortable with the process.



John Ohanesian asked about the contract with Mayor as a continuing Agenda item for discussion. He asked Roger about the value being received. He also asked if with the new offers by other fire departments to help if a contract with Mayor was even necessary.

Roger responded that he had discussions with some of the managers at Mayer that included the possibility of reduced effort on the behalf of Mayer and reduced costs as a result. The majority of the major issues have been addressed and training is now the apparent focus of the assistance from Mayor.

Any reduction in contract rates would be between the Mayer Board and the WFPA Board.

Greg Stava said the contract with Mayer should be the domain of the Fire Chief. He should make a recommendation to the Board about what he needed and then a negotiation with Mayer could be started. He thought a part time arrangement could be reached so we could reach out when and if we needed too.

Roger responded that by reducing the amount paid Mayer the Training Budget could be greatly reduced. He could reorient the training expense and money could be returned to the general fund.

Mark Keegan moved to adjourn, second by Greg Kozlowski: Passed

10:35 a.m. Adjournment