

AGENDA WFPA

Board of Directors Meeting

December 10, 2011

9:00 a.m. Executive Session

9:15 a.m. Begin General Session

Board Members Present, Bill Loughrige, President, Mark Keegan, Vice President, Greg Kozlowski, Treasurer, Board Members John Ohanesian and Greg Stava (by AccuConference) were present.

Board Member Vic Hencken was not present.

Mark Keegan moved to approve agenda, John Ohanesian seconded, motion passed.

President Report

Someone poured wax into the bathroom sink. That has been repaired.

Contact has been made with the President of the Potato Patch Association. They applied for a grant that they did not get to build a Fire Station. They are continuing to look for funding. We will also be in contact with the man who manages their water system to determine how we can use it to resupply our fire trucks.

James Lee has been talking to people about acquiring water tanks to bring our capacity at the fire station to 30,000 gallons.

We have made an application for a \$10,000.00 grant from Firehouse Subs to help defray the cost of the Type I engine.

Joyce Loughrige has been working on cleaning up the maps in the area for both the ISO rating and the Yavapai County Sheriffs Jeep Posse.

Secretary Report

Minutes from the November 11, 2011 Board meeting had been distributed to the Board members earlier.

John Ohanesian moved to amend the minutes for the November 11, 2011 meeting, to reflect the attendance of the Board members. All Board members except the Treasurer Greg Kozlowski and the Fire Chief Bob Loughrige had been present.

The motion was seconded by Greg Kozlowski and approved unanimously.

John Ohanesian moved to accept the minutes as amended, Mark Keegan seconded and the motion passed by unanimous vote.

Treasurer Report (Payment Resolutions, Budget Overlay)

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Treasurer's Report for the month of November

Overview		Current Fiscal Year *
Deposits	\$1,002.50	\$25,299.42
Debits	\$5,808.16	\$42,035.05
Net	(\$4,805.66)	(\$16,735.63)
Approximate final bank balance (all accounts combined)		\$135,000.00
Deposit Breakdown		
Annual Dues	\$900.00	
Brick Donation	\$92.50	
Merchandise Sales	\$10.00	
Large debits**		
Truck Repair & Maint.	\$3,150	
U.S. Treasury (payroll)	\$750	

* Fiscal Year Runs June-May

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

There are major expenses coming up including \$8,000.00 for the Mayer Consulting contract including December.

Bob Loughrige pointed out that we were also obligated for January as well making the future expense \$10,000.00.

Greg Kozlowski also said there has been roughly \$3300.00 in donations since the fund raising letter went out.

Mark Keegan moved to accept the Treasurer report, John Ohanesian seconded, motion passed by unanimous vote.

Fire Chief Report (Includes ISO)

We had two calls in November. An illegal burn and a propane leak were the two calls. The tank had leaked out before we arrived.

The trucks have all been serviced by Central Yavapai and are in good condition.

Other Issues I am addressing

1. We are still looking for a type 1 engine to purchase for ISO.
2. The SOPs are about ½ completed and should be finished for the December board meeting.
3. The SOG's are also being worked on by Mike McGee and should be ready for the February board meeting.
4. The inventories and the training parts of our program will be up to date for the February board meeting.
5. The painting of the station will take place when the weather permits. Jay Sumner managed to have the paint donated to WFPA. He has also donated his labor to paint the station.
6. Mark Herin has submitted the plans to expand the Fire Station. A storage area on the west side of the station. It looks like the county will approve these plans.

John Ohanesian moved to accept the Fire Chief Report, Greg Kozlowski seconded and the motion passed by unanimous vote.

Committee Reports (WFA, Audit, Firewise, Planning, Others?)

Per Bob Loughrige the ISO Committee has submitted their recommendation and did not have another meeting.

Mark Keegan expressed his gratitude for the Firewise committee's activities.

Volunteer of the Month Recognition

Jay Sumner was not present. He has arranged for paint to be donated to paint the Fire Station and has been a steady presence in helping the Fire Department.

Old Business

Purchase of Type I Truck (Discussed with Fire Chief's report)
MVD Record Checks (Pending SOP's SOG's being completed)
SOP's SOG's (Pending completion by Mayer)
Weather Station

Tim McFarlan had forwarded an email suggesting the WFPA share the costs of establishing a weather station at the Fire Station.

Mark Keegan said he had been at the WCAA meeting when that had been passed by that organization. He said the cost to the WFPA would be approximately \$1100.00. He thinks it would be a great idea. He cited public safety issues saving the Fire Department from having to help people out of ditches if people knew that the roads were icy and might not drive up and get stuck.

Greg Kozlowski cited budget issues and did not think it was something we needed to do.

John Ohanesian asked about future expense to maintain the system. He was of the opinion that people could still call someone in the area to find out the weather. He also cited Budget concerns.

Greg Stava also cited budget concerns. He said it was a matter of prioritizing the funds requested from the community and might be appropriate to be included in a request for targeted donations for that kind of project. But, for the current circumstance he would not approve of expending WFPA money for the project.

Bill Loughrige identified an email by Vic Hencken on the subject where Vic said if the WCAA wanted to fund the project that was fine, but no WFPA funds should be committed until the WFPA gets its budget in order.

John Ohanesian agreed that designated funds would be appropriate and suggested a donation jar at social functions for that purpose.

Greg Kozlowski said there are other sources of on-line weather information and did not think the weather station would be a necessary thing to support.

There was no motion made regarding the Weather Station.

Bill Loughrige summed up the WFPA position as agreeing that a Weather Station could be placed in the Fire Station, but the WFPA would not be participating financially. The budget issue for the WFPA precluded funding for things like the Weather Station or the Electronic Marque.

Mayer Consulting Agreement

John Ohanesian asked if we are getting value for the money we are spending.

Bob Loughrige answered that we are. He cited the SOP's and SOG's needing help and that there was liability issues for leaving them the way they have been. Mayer is involved in setting up training and other issues.

Greg Stava said it appears we have a good picture of the types of things Mayer is helping with. He would like to see Mayer provide a summary of the things they have done and when they did it by the January Board Meeting. He would like to see detail in that report to support the \$8,000.00 expenditure so far. He believes there should be some measurable standard to measure progress against.

New Business

Web Site

Bill Loughrige reported that on December 1, 2011 the WFPA Web Site had expired. The online information had indicated 2012 as the expiration date, but that was wrong. The Web Site was listed in the name of an individual and the WFPA could not change that without a complicated process. That process has been started and in the meantime we were allowed to make a payment and have the Web Site reinstated.

As a result of this, all subscriptions for services operated by the WFPA will be transferred to the WFPA. The names associated will be current officer with email addresses associated with their office through the WFPA so succeeding officers can control the subscriptions.

Flag Pole

Bob Loughrige reported that Mark Herrin had offered to put a light and flag on our flag pole at his expense with no cost to the WFPA.

John Ohanesian moved to allow the light to be placed on the flag pole, Greg Kozlowski seconded and the motion passed by unanimous vote.

Mark Keegan asked if there had been any answer from the grant made by Mayer for SCBA's.

Bob Loughrige said he had not heard back from them on that issue.

Community Announcements:

Myra Nathenson reminded us that the Hockey Night was on for December 20, 2011. The management had donated 20 tickets which the WCAA and the WFPA provided to the Veterans Hospital for recovering veterans to attend the game.

Myra also said the Coffee, Donuts (and Waffles) netted \$70.00 in donations. She said the event would be held again in the 31st of December.

Victoria Morhaus announced that the WCAA had participated in two Light Parades. They enjoyed good weather for the events and had a good time riding in the back of the Deuce ½.

She reported that the coat drive had netted seventy-five (75) coats. Fifty (50) went to the Center For Compassion and Justice and twenty-five (25) to the Catholic Charities. In addition twenty (20) \$50.00 Thanksgiving Dinner gift certificates were distributed.

Public Forum

Glenn Heithold asked what services were received for the \$3000.00 in maintenance charges.

Tim McFarlan asked if the Board had followed up on his request that an independent legal opinion be obtained about the appropriateness

of the change in the Articles of Incorporation done last year. He would like an answer so the membership could consider other action.

Gary Honeycutt suggested to canvas the Fire Fighters could not be canvassed to determine what they thought of the education they were getting from Mayer.

Glenn Heithold asked what if anything had been done about increasing the number of medical response personnel.

Victoria Morhaus asked what the mapping effort was costing the WFPA.

She also asked why the Web Site was so difficult to maintain. She believes the Treasurer's report and minutes should be posted immediately after the Board meeting. She said it should be handled better.

With respect the Weather Station, she said since it was stated that the folks in Phoenix need to know what the weather is. She said if they don't live here year round and want to know what the weather is, they should pay for it.

Brief Board discussion if any about public comments

Bob Loughrige addressed the question about maintenance. He said the maintenance costs for the year were more like \$7,000.00 and was for the needed repairs and yearly maintenance for our fleet. Bob cited the most recent episode as one of the tenders rusting through and had started to leak. Had it not been discovered the entire contents of the tender would have spilled into the fire station.

The maintenance is being done by certified fire equipment rated mechanics. It helps reduce our liability. We have our equipment evaluated bumper to bumper every year to be sure they are safe and operational.

Bill Loughrige told Tim McFarlan that a request had been forwarded to Bill Curosh regarding the Articles and By-Laws. There has not been an answer received to date. One is expected at the end of December.

Mark Keegan asked if the request had specifically requested research on the Articles. He said that he did not believe they had been changed correctly.

Bill Loughrige said the request had included a review of the changes made.

Bill Loughrige addressed the issue of a survey of the Fire Fighters by saying he believed that Mayer would at some point conduct a survey of the Fire Fighters.

With respect to the EMT training, Bill Loughrige indicated that at last report there were five (5) people in training and at least One had passed the test.

Roger Nusbaum reported that the local testing process is being finished that weekend. Then there is a National test that has to be coordinated.

Three of the potential EMT's are full time residents, two are part time. At any rate there will be an increase in the number of EMT trained volunteers to respond to medical calls.

Bill also said that the retired Phoenix Fire Fighter who is a part time resident of the Potato Patch has brought us introductions to a variety of skilled people. In addition at least one active valley Fire Fighter has purchased property in Walker and might make himself available. Also, we are still covered by Lifeline.

There is an active effort to increase the number of medically trained people in the community for emergency responses.

Bob Loughrige said that if could develop a pager system to notify people who could be a help, it would make it more attractive to them. That way they would not have to carry a radio and listen to the extraneous traffic on their time off and would only be notified of an emergency they could help with.

John Ohanesian reminded that there are 25 people who went through the CERT training and have basic knowledge of first aid.

Victoria Morhaus said there are plans for additional first aid classes as well.

Bill Loughrige said the mapping effort is not costing anything. The WFPA was able to purchase a commercial GIS system that costs governments and business \$10,000.00 for \$100.00 because we are a non-profit. Joyce Loughrige, who is a trained GOS professional, did the research and found that was the case. Bill said Joyce had been working on the mapping partially for free.

Victoria Morhaus asked what “partially for free meant?”

Bill Loughrige responded that means he has to pay the gas as he drives Joyce around to complete the mapping.

Glenn Heithold asked if the maps would be made available publically.

Bill Loughrige said they would be. In addition to the WFD use of the maps, the maps would be used for the ISO, the Yavapai County Sheriff’s Posse and the Yavapai County Assessor’s office.

Mark Keegan asked if there were still locks available from the Fire Department for properties that had locked gates.

Bob Loughrige responded that the locks were still available and he was not charging for them.

Bill Loughrige explained that he does the minutes when he can after the meeting usually within three weeks after the meeting. He sends them to the Board Members first for review then post them after any modifications by the Members if any. The Treasurer's report is not done until the end of the month and is posted soon after it is received.

There are four people who have access to the Web Site. No one person has sole access. There are at least three other IT professionals who have stepped forward to offer assistance and support. They have not been incorporated into the process yet.

The Web Site has been changed and there will be a process soon that allows individuals to modify their information from the old site.

Adjustments are being made on a regular and any suggestion for improvement will be considered.

Greg Kozlowski said that with respect to the weather station, there are plenty of resources available to learn about the weather. He thinks that a method to post road conditions would be useful.

Mark Keegan moved to adjourn, John Ohanesian seconded and the motion passed by unanimous vote.

11:00 a.m. Adjournment