



**SUMMIT FIRE & MEDICAL DISTRICT
GOVERNING BOARD
REGULAR SESSION
MINUTES
AUGUST 15, 2018**

1. CALL TO ORDER

Board Clerk Jim Timney called the Governing Board Meeting to order on Wednesday, August 15, 2018, at 3:00pm at Station 32, 8905 N Koch Field Road, Flagstaff, Arizona.

2. ROLL CALL OF BOARD MEMBERS / AFFIRMATION OF QUORUM

Members Present: Board Clerk Jim Timney, Board Member Jim Daskocil, Board Member Mike Milich, Board Member Victor Page

Members Absent: Board Chairman Rick Parker

Administrative: Fire Chief Mark Gaillard, Administrative Officer Chris Gioia, Administrative Assistant Tammy Schieffer

Public: Nat White, Mandy Metzger

3. PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

4. CALL TO THE PUBLIC

Nat White: I live in Flagstaff. I have been on the community college board since 1999. It is an elected position. We are both here today to give you a heads up. Back in February, the board voted to continue, or maintain an existing secondary tax, which is sunseting next year. To continue that revenue fund, hopefully toward a variety of programs. There will be increase programs in the career technical area, training veterans for civilian jobs, career training in terms of reacting to the various employees in the county. We want to enhance the outreach of the college. We have a Page campus. We use to have a Williams campus that we had to close down. All this is due to the fact the state has cut us back dramatically. Almost 40% of our budget to just below 10%. We made it up, so far, by increasing student tuition, which is the back way. We want to get the students here, using the taxes we get from the county. This is an opportunity where we continue a revenue source that was used to build some of the campuses, and turn it over to the types of programs we use now. It is taking funds still coming in to pay off the schools and all the capital and then change it so we can enhance some of these programs that we have had to cut back.

Mandy Metzger: This is something I deeply believe in, because, Coconino is extremely diverse. While we have NAU and some other colleges that dip into Coconino county,



there are so many people, for whatever reason, can't afford to go to a 4 year college, or can't afford a 4year college. I talked to Matt and others about taking Proposition 417 on, which is the continuation for 7 years of the tax that Nat talked about. It is extremely heart felt.

5. CONSENT AGENDA

- a. Discussion and Approval of the Regular Board Meeting Minutes of July 18, 2018
- b. Approval of Reconciliations and Financial Reports for July 2018 and review FYE 18

Administrative Officer Gioia answered any questions from the Board regarding the Regular Board Meeting Minutes of July 18, 2018, the Financial Reports for July 2018, and reviewing Fiscal Year End 2018.

Board Clerk Timney motioned that the Regular Board Meeting Minutes of July 18, 2018, Reconciliations and Financial Report for July 2018, and reviewing FY18 be approved. Board member Page seconded the motion.

There were no corrections or additions, Vote conducted. **MOTION CARRIED.**

AYES: Timney, Doscocil, Milich, Page
NAYES: None

6. Current Events Summaries, Reports, and/or Correspondence

- a. Monthly Department Updates

Battalion Chief Luna:

- Run report for June 2018
- Multiple structure fires, lightening caused along with the city
- We had a crew at St Mary's Active Shooting training that was city wide
- Walk through the Hub. It is a unique building, top 5 biggest in the city. Built for college students. GFR to go in and walk through buildings
- Week 3 of New Recruit Academy we have 5 recruits

Fire Chief Gaillard:

- Introduced new Battalion Chief Carlos Luna to the Board and congratulated him
- There were two checks wrote on the bond account: Exhaust System Use Tax, and Niles Radio for cradle points (wifi hub for apparatus)
- Included in your packet are pictures of our new water tender. Parts are to be assembled.



b. Westside Fire Station Update

Chief Gaillard had nothing new to update

c. Local 1505 Update

Firefighter Matt Gibbs:

- Hosting a community yard sale on September 8, at Station 32.
- Thanked the board for the exhaust system. We have been needing/wanting that 4 to 5 years ago.
- The honor guard will be present for the badge pinning and will start new traditions as well as be in attendance for old traditions

d. Other Items

No other Items

7. **NEW BUSINESS / ACTION ITEMS - Public Comment:**

- a. Review, discuss and possible action of **Ratifying minutes from March 28, 2018 Budget Workshop and from the March 28 Regular Board Meeting regarding promotions, market increases etc.**

Fire Chief Gaillard stated:

We are not asking for action at the time. We will bring back an action item next time.

We want to bring back at a work session, when we were discussing budget, we talked about the various budget items. In your packet is a memo titled Letter of Explanation. We find ourselves here is a little bit of confusion I may have created as we were talking about matching departmental priorities associated with compensation, also trying to achieve some compensation adjustments that at request from the labor group certainly supported by them. We may have caused some confusion. I think our intent was clear, but we may have used some terminology that was not necessarily correct. What we want to do is take the opportunity to revisit the subject and get clarity, and ask next month that we adjust the minutes to reflect the intent. As you recall, we evaluated the budget, we struggled with the growing gap of compensation of the work force here at Summit Fire and our comparable fire districts. We also discussed we are experiencing attrition, from an operational stand point, discouraging and problematic when we see folks with a certain amount of experience on board, paramedic certifications and lose them. Given some of our unique challenges we came up with strategy with the labor group that establishes our priorities to try to address some of those issues. We felt we needed to:



- make our paramedic pay more competitive, so it was increased
- creation of Engineers Rank. As such it overstated firefighters rank and that was where we were losing personnel; with that comes additional responsibilities
- Gap comparison to the market. We knew we could not address that gap all in one year. This is was a possibility for a 5% market increase.

The area of confusion is approximately 13 employees of the fire district would not be impacted by promotion or market. Almost every other employee would be. The intent was, we call it the COLA. The problem with calling COLA is it not being distributed to everyone. There lies the confusion. The intent was if you weren't promoted or impacted by the market as an employee, you will get a 3% increase in pay. Moving forward we are going to refer to it as a Board Authorized Pay adjustment. The difference is the COLA, by definition you adopted in our policy is a treatment that every employee gets. It was an erroneous reference that caused confusion. Rather than plow through and manage on our intent, we decided to come back to the board to make sure there is clarity, make sure you are comfortable with that before we execute it. There was further discussion.

b. Celebrate the Service of Jim Newkirk on the Fire Board.

Firefighter Matt Gibbs presented a plaque to Jim Newkirk to thank him for his years serving on the board.

Administrative Officer Gioia: Jim was instrumental in helping us get our new SCBAs, the ambulance, a lot good work and we really appreciate it.

Board Member Daskocil: Thank you Jim for all your service, it was a pleasure working with you.

Board Member Milich: It was always easy for me to remember your name, because there was only one other person on the board not named Jim.

Fire Chief Gaillard: Express my gratitude working with you.

8. FIRE BOARD COMMENTS

No fire board comments

9. ADJOURNMENT

Board Member Milich motioned to adjourn the regular board meeting. Board Member Page seconded the motion.

Vote conducted. **UNANIMOUS APPROVAL**

Board meeting adjourned at 3:46 pm.

Respectfully submitted



Tammy Schieffer, Administrative Assistant

APPROVED