

CHINO VALLEY FIRE DISTRICT
REGULAR MEETING OF THE FIRE BOARD

DRAFT MINUTES OF REGULAR MEETING MAY 20, 2009

I. CALL TO ORDER

Meeting called to order by Board Chairman Bill Wagner at 6:05 PM

II. ROLL CALL

Board members present: Bill Wagner, Jack Garner, Bob McLandress, Hans Vang and David McConnell
Board members absent: None

III. CALL TO THE PUBLIC

No one spoke.

IV. VOTE TO ENTER INTO EXECUTIVE SESSION

A. Personnel Matters Pursuant to A.R.S. §38-431.03(A) (1) - Fire Chief's Salary and Benefits for Fiscal Year 2009-2010.

Motion to enter into Executive Session pursuant to A.R.S. §38-431.03(A) (1) to discuss Fire Chief's Salary and benefits for fiscal year 2009-2010 made by Jack Garner, seconded by Hans Vang. Motion passed with a unanimous vote.

Everyone in room was dismissed except the Board, Attorney, Chief John Ginn and Recorder Freida Huff.

V. RECONVENE TO PUBLIC SESSION

This item was moved to the end of the meeting. The Board will continue Executive Session then.

VI. APPROVAL OF MINUTES

A. Regular Session of April 16, 2009
B. Special Session of April 9, 2009

Motion to approve minutes of April 9, 2009 and April 16, 2009 made by Jack Garner, second by Hans Vang. Motion passed with a unanimous vote.

VII. OLD BUSINESS

A. Discussion and possible action concerning by-laws for fire board.

A copy of by-laws from other fire districts and fire departments was given to the Board. The Board will take these into consideration and set a meeting date in the future to work on by-laws for the fire board. No action taken on this item.

B. Discussion and possible action concerning Fiscal Year 2009-2010 budget. Discussion may include policies on the following: sick and vacation accruals, special assignment pay and insurance benefits. Discussion may also include changing the current pay plan. Any items relating to the budget and the budgeting process may be included in the discussion and action.

Discussion on the current pay plan for suppression employees included pros and cons of increasing the beginning pay step for the firefighter level by 3.5% and decreasing the beginning pay step for Battalion Chief Level by 3.5%. Changing the pay plan will not affect current rate of pay for employees, just the beginning and ending step rates. Firefighters will keep their current rate and be moved into the correct step

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and top out at 3.5% higher than current plan. Battalion Chiefs will also keep their current rate and be moved into the correct step and top out at 3.5% lower than current plan.

Board discussed three options:

1. Stay with the current pay plan as approved in July 2007.
2. Increase only the Firefighter level by 3.5%, beginning step of \$37,657.
3. Increase firefighter level up 3.5%, beginning step of \$37,657 and decreasing BC level down 3.5%, beginning step at \$63,089.

Bob McLandress made a motion to approve increasing Firefighter beginning step to \$37,657 and decreasing BC beginning stop to \$63,089. No second. Motion dropped.

Hans Vang made a motion to keep the current suppression pay plan. Jack Garner seconded the motion.

Vote was as follows: 2 for / 3 against

Jack Garner and Hans Vang – Yes

Bill Wagner, Bob McLandress and Dave McConnell – No

Motion did not pass.

Motion made by Dave McConnell to change current pay plan increasing firefighter beginning step by 3.5% to \$37,657 and topping out at \$53,119 and leave all other ranks as they are, second by Bob McLandress.

Vote was as follows: 4 for – 1 against

Dave McConnell, Hans Vang, Jack Garner, Bob McLandress – Yes

Bill Wagner – No.

Motion passed with a 4 to 1 vote.

A motion was made by Hans Vang that no cost of living adjustment will be made to the suppression and administration pay plans for the 2009-2010 fiscal year; no step increases for suppression personnel; and administration employees will stay in their 4% step plan as they are currently, second by Jack Garner. Motion passed with a unanimous vote.

Insurance Benefit:

Discussion included paying a portion of the dependents insurance for medical and dental by either 20% or paying a flat rate of \$100.00 to every employee into either their PEHP or medical insurance. It is less cost to the District by paying a portion of the dependents insurance.

A motion was made by Hans Vang to pay 20% of the cost for dependents insurance for both medical and dental insurance for coverage the employee selects, second by Bob McLandress. Motion passed with a unanimous vote.

Special Assignment Pay – TRT

Discussion included the benefit of paying special assignment pay to Technical Rescue Technicians and how it would change the way employees are paid now.

A motion was made by Hans Vang to pay \$125 per month to employees who are certified Technical Rescue Technicians and that no additional pay would be paid for attending drills, second by Jack Garner. Motion passed with a unanimous vote.

Sick Leave Accrual

Suppression:

A motion was made by Bob McLandress to change the sick leave accrual for suppression personnel as follows:

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0 – 5 years	120 hours per year	5 hours 0 minutes per payday for 24 paydays
6 – 10 years	132 hours per year	5 hours 30 minutes per payday for 24 paydays
11 – 15 years	144 hours per year	6 hours 0 minutes per payday for 24 paydays
16 – 20 years	156 hours per year	6 hours 30 minutes per payday for 24 paydays
Over 20 years	168 hours per year	7 hours 0 minutes per payday for 24 paydays

Hans Vang seconded the motion to change sick leave accrual for suppression personnel. Motion passed with a unanimous vote.

Administration:

A motion was made by Jack Garner to change the sick leave accrual for administration personnel as follows:

0 – 5 years	96 hours per year	4 hours 0 minutes per payday for 24 paydays
6 – 10 years	100 hours per year	4 hours 10 minutes per payday for 24 paydays
10 – 15 years	104 hours per year	4 hours 20 minutes per payday for 24 paydays
15 – 20 years	108 hours per year	4 hours 30 minutes per payday for 24 paydays
Over 20 years	112 hours per year	4 hours 40 minutes per payday for 24 paydays

Hans Vang seconded the motion to change the sick leave accrual for administration personnel. Motion passed with a unanimous vote.

Vacation Leave Accrual

Suppression:

A motion was made by Hans Vang to change the vacation leave accrual for suppression personnel as follows:

0 – 5 years	144 hours per year	6 hours per payday for 24 paydays
6 – 10 years	168 hours per year	7 hours per payday for 24 paydays
11 – 15 years	192 hours per year	8 hours per payday for 24 paydays
16 – 20 years	216 hours per year	9 hours per payday for 24 paydays
Over 20 years	240 hours per year	10 hours per payday for 24 paydays

David McConnell seconded the motion to change sick leave accrual for suppression personnel. Vote was as follows: 3 for / 2 against.

Dave McConnell, Hans Vang, Jack Garner - Yes
Bill Wagner and Bob McLandress – No.

Training Captain

Discussion included why the position is needed. This item is included in the budget and does not need further discussion or action. The line name needs to be changed to read Training Overtime.

VIII. NEW BUSINESS

A. Discussion and possible action concerning the fiscal year expenditure and budget reports through April 2009.

A motion was made by Jack Garner, with a second by Hans Vang to approve the expenditure and budget reports through April 2009 as presented. Motion passed with a unanimous vote.

B. Discussion and possible action concerning Fire Protections Contract: None this month.

C. Discussion and possible action concerning annexation request from Brandon Haver, 24005 and 24015 Riviera Ave in Paulden, AZ (two properties), Resolution No. 2009-002.

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The Board approved a contract with Mr. Haver last month. He is requesting Annexation of his property, located in Paulden. Hans Vang made a motion, with a second by Jack Garner to approve Resolution No. 2009-002, Annexation request from Brandon Haver, 24005 and 24015 Riviera Ave in Paulden, AZ. Motion passed with a unanimous vote.

D. Discussion and possible action concerning auditor for fiscal year 2008-2009 financial records.

Hans Vang made a motion, with a second by Bob McLandress, to stay with our current auditor, James Saunders CPA for fiscal year 2008-2009 Audit. Motion passed with a unanimous vote.

E. Discussion and possible action concerning changing date of medical and dental insurance and liability insurance renewal dates to better fit budgeting process.

Dave McConnell made a motion, with a second by Bob McLandress to approve changing the date of renewals for medical, dental, and liability insurance to June of each year. Motion passed with a unanimous vote.

F. Discussion and possible action concerning City of Prescott Shared Reserves IGA with CVFD.

Jack Garner made a motion, with a second by Hans Vang to approve the Shared Reserve IGA with the City of Prescott. Motion passed with a unanimous vote.

G. Discussion and possible action concerning IGA for use of Office space by Yavapai County Sheriff's Office at Station 63.

Discussion included changing the term of the contract to one year with possibly charging a fee for utility use next year.

Bob McLandress made a motion, with a second by Hans Vang to offer a one year contract with the Sheriff's Office to use office space at Station 63, renewable each year. Motion passed with a unanimous vote.

H. Discussion and possible action concerning civil engineer for current building projects at Station 61.

Chief Ginn has tried many times to contact Kevin Howell about the civil engineering for Station 61 building projects. Mr. Howell responded once with an email address, but has since not returned phone calls or emails and it is holding up the building projects. Chief Ginn has contacted Kelley/Wise Engineering and they agreed to take over the project for a cost between \$2,000 and \$4,000. Bob McLandress made a motion, with a second by Hans Vang, to terminate the contract with Mr. Howell and hire Kelley/Wise Engineering to finish the project with a fee of not more than \$4,000. Motion passed with a unanimous vote.

I. Discussion and possible action concerning changing Reserve Policy to bring wages in line with CYFD Reserve wages.

Discussion included changing the Reserve Policy as follows:

Pay for calls at a 1-hour minimum
Pay for 1 12 hour mandatory ride time per quarter
Pay for one day training per quarter

Jack Garner made a motion, with a second by Hans Vang to change the Reserve Policy as stated above to bring our policy in line with Central Yavapai Fire District Reserve Policy. Motion passed with a unanimous vote.

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- J. Discussion and possible action to approve Consent and Waiver regarding representation of both Chino Valley Fire District and Central Yavapai Fire District by law offices of Boyle, Pecharich, Cline, Whittington, & Stallings PLLC for Auto Aid Intergovernmental Agreement.**

Hans Vang made a motion, with a second by Jack Garner to approve the Consent and Waiver regarding representation of both Chino Valley Fire District and Central Yavapai Fire District by law offices of Boyle, Pecharich, Cline, Whittington, & Stallings PLLC for Auto Aid Intergovernmental Agreement. Motion passed with a unanimous vote.

- K. Discussion and possible action concerning Auto Aid Intergovernmental Agreement by and between the City of Prescott, Chino Valley Fire District and Central Yavapai Fire District.**

Hans Vang made a motion, with a second by Jack Garner to approve the Auto Aid Intergovernmental Agreement by and between the City of Prescott, Chino Valley Fire District and Central Yavapai Fire District. Motion passed with a unanimous vote.

IX. CHIEF'S REPORT

Burn restrictions are in effect beginning May 21, 2009 until further notice.

Air Evac has stopped responding to calls in the Prescott area. They did not notify CVFD until after the fact.

Alan Schuster was number 1 in the Paramedic Class.

Continue from beginning of meeting:

IV. VOTE TO ENTER INTO EXECUTIVE SESSION

- A. Personnel Matters Pursuant to A.R.S. §38-431.03(A) (1) - Fire Chief's Salary and Benefits for Fiscal Year 2009-2010.**

Motion to continue Executive Session pursuant to A.R.S. §38-431.03(A) (1) to discuss Fire Chief's Salary and benefits for fiscal year 2009-2010 made by Jack Garner, seconded by Hans Vang. Motion passed with a unanimous vote.

Everyone in room was dismissed except the Board, Attorney, Chief John Ginn and Recorder Freida Huff.

V. RECONVENE TO PUBLIC SESSION

- A. Discussion and Possible action re: approval of Fire Chief Salary and Benefits**

A motion was made by Jack Garner, with a second by Hans Vang to increase Fire Chief's salary by 2% beginning July 1, 2009 and approve the same benefits as other administrative personnel for vacation, sick leave and insurances. Motion passed with a unanimous vote.

X. ADJOURNMENT

Bill Wagner adjourned the meeting at 10:40 PM.