

BOARD MEETING MINUTES OCTOBER 2021

Bowie Fire District
P.O. Box 241 118 W. Kinchilla
Bowie AZ 85605
520-847-2553
bowiefiredist@vtc.net

Pursuant to A.R.S. 38-431.02, notice is hereby given that the Bowie Fire District will hold a regular scheduled meeting on Monday, October 11, 2021 at the Bowie Fire Dept. located at 118 W. Kinchilla Bowie, AZ 85605 at 6:00 pm.

Meeting Agenda

Pursuant to A.R.S. 38-431.03(3) the Board may vote to enter executive session for legal advice, discussion and consultation pertaining to any matter listed on the agenda, and an attorney may appear telephonically. Executive sessions are not open to the public.

Action Agenda

1. Call to Order – Time: 6:00 p.m.
2. Roll call of the Fire Board Members Florina Christiernsson, here. Penni Goodman, here. Barb Earhart, here. All Board members present.
3. Pledge of Allegiance
4. Approval of Minutes of September 13, 2021 Board meeting.
Florina – Did everybody get a chance to read the minutes? Do I hear a motion to approve the minutes from September 13 Board meeting?
Penni – I make a motion to approve minutes for September 13 meeting.
Barb – I second. All in favor? Ayes. Motion carries.
5. Reports and Correspondence- The governing body may not propose, discuss, deliberate, or take legal action on this matter unless that specific matter is properly identified on the agenda. Therefore, action taken as a result of a report will be limited to directing staff to study the matter or scheduling the matter for further consideration and decision at a later date.

5. Fire Chiefs Report- We got an air compressor (used) from United Fire so we can fill the SCBA's ourselves instead of taking them to Willcox every time. Also, if San Simon Fire District needs their tanks filled, we can do that here now. We got it for a \$1,000.00 and 5 large tanks came with it. It's a 1996 model. It works great.

Florina -- I don't see Drew's truck around here. Do you want to explain what's going on there?

Marty -- Last Saturday we had smokehouse training here along with San Simon Fire District. Around 9:30 we noticed Drew wasn't here. Everybody knew we were having training that day. When I tried to get ahold of him, he text me he was going to Rex Allen Days in Willcox and would not be attending the training. He is one to insist we put on the calendar what days we are going to be out of the District but he didn't let anyone know he would be gone Saturday and Sunday ahead of time. Then he got an attitude with me and texted he wasn't coming to the training and I couldn't make him come to the training. He said he was going to Rex Allen Days Saturday and Sunday. I told him if the Fire Department doesn't mean that much to you, bring your stuff in on Monday. He's the Captain and he's taken off 9 weeks this year already and has 3 more weeks on the calendar for the rest of the year. None of us can take off for anything because he's gone a lot of the time. We are shorthanded as it is.

Florina -- Well he's a volunteer and some people have to work and they can't be here all the time to respond to calls.

Marty -- Yeah, but that much time off is unacceptable, I don't care if it is volunteer or paid employee, a Captain is an officer and needs to be available 48 weeks of a year. I called all thirteen fire districts in Cochise County and everyone of them said after 4 weeks time off per year that's it.

Florina -- Actually, we never went by rules like that. We went to school the District paid for it and we signed a contract stating we would work for the District for 2 years. If we needed to take time off for family we were excused.

Marty -- He has no consideration for any of the other firefighters here.

Jr -- Dean and Aaron had put on the calendar they would be out of town on Saturday to go to Safford for monthly grocery shopping, etc. Drew did not look at the calendar or tell anybody he would be out of District.

Florina -- Well, I hate to lose volunteers.

Marty -- If he wants to come back, I'll bring him back but he is going to start over at the bottom just like any other firefighter.

Florina -- Drew has done a lot around here and has worked very hard for this Department. I hate to see him go like that.

Calls we went on- See attached copy

Marty – Last month we had 20 calls. I made up a calendar of calls so you can see what we did. So far this month, we've had 2 MVA's, 2 medical and one mutual aid with San Simon this morning that ended up being canceled.

Florina – I would like to see on here who responded to these calls. We need to know what everybody is doing and how they handle the job.

Marty – Most of the time everybody is responding to every call.

Another thing, Chief Reynolds of San Simon Fire District has resigned and will be leaving at the end of this week. We don't know who's in charge over there and a lot of their volunteers have jobs and can't always respond to calls. Bowie Fire District will probably be asked to help out when we can. At the same time, we can't leave our District without firefighters. We can get spread pretty thin here.

Beth – Here's hoping they can find a Fire Chief soon. It may take a while to find somebody.

7. Old Business- At this time, Beth wants to discuss some things concerning old business.

A. Approval of Warrants from August 10, 2021 to September 12, 2021

B. Bowie Fire District policies updates.

Beth – At the last meeting we left a policy open for further discussion. When a firefighter quits and then later wants to come back does he/she have to wait a year to come back?

Marty – No, we're not going to do that here. Some of these Fire Departments around here have it where if you quit or get fired and you want to come back, you have to wait a year. We are not that way. We don't have enough people as it is. Anyone who quits or gets fired can come back in as a Jr Firefighter and work their way up.

Barb – Do you have a probation period?

Marty - Yes

C. Bowie Fire District Auxiliary has received a tax identification number from the IRS.

Discussion about having an event in October for Halloween. Last year we had a Chili Cook Off and Pumpkin Decorating Contest. Does the Auxiliary have time to organize an event for this year?

Beth – The Bowie Fire District Auxiliary has posters up all over the place advertising the Chili Cook Off on October 31, 2021 at the Fire Station from 2:00pm to 4:00 pm. The Fire Station will be open afterwards between 4:00 pm and 6:30 pm for Trick or Treats. I have a question for the Board... Should a member of the Auxiliary attend our Board meeting?

Barb – Mark was going to be here but he has a sore foot!

Beth – This is for discussion only because we are going over old business anyway. I have Sarah Sagar's phone number and in the future we can let her know what time and day is Board meeting and she or whoever can attend if they wish. It was just a question I thought of.

Marty – The Auxiliary is still in the organization stage. As soon as they can, they will elect Board members and will need to make their own by-laws and policies separate from the Fire District. We filed a form with the IRS today to get a 501 (c) 3 number. That usually takes about 90 days. I am checking the e-mails daily because the IRS will send the number by e-mail.

D. Chief Minnick requests a discussion with the Board concerning raises for the Bowie Fire District Staff.

E. DrFirst App for care collaboration with EMS. This is for first responders cellphones. Beth – The other thing to add to old business; is we are on hold with DrFirst App.

Marty – I had to put them on hold because they want us to provide them with a National Provider Info number. We don't have that number because we are not Doctors, Nurses, Pharmacists, any kind of personnel who provide medical other than basic first aid. We don't even qualify for the number. I called TMC in Tucson and they do not issue these numbers. I talked to the representative from DrFirst and explained to him we don't have a clinic at the fire station. The director of DrFirst claims he has over 300 Fire Districts using this App but I don't see how since Fire Districts don't qualify for this NPI number. Florina – So we aren't going to do this?

Beth – Something about this doesn't seem right. I see a red flag because if the Director has all these fire districts wouldn't he already know this?

Marty – That's why it is on hold for now while we make sure this is okay.

Florina – It seems like it would be more for the ambulance people. We're the first responders.

Marty – HCI (Heathcare Innovations) has them on hold as well. So we are just going to wait for more information.

F. AFDA Winter Conference will be held in Tucson, AZ in January 2022.

The actual dates are Thursday, January 20th and Friday, January 21st at the Casino Del Sol. Board Members and Staff need to attend.

Beth – No new information about the conference at this time. As soon as we get the word we will make reservations and get everyone registered.

8. New Business- Discussion/ Approval –

A. Approval of Warrants/Checks from September 14, 2021 to October 10, 2021

The Board members looked over invoices and expenditures for the month.

Florina – Okay we have checks here totaling \$6,523.99 do I hear a motion to approve?

Penni – I motion to approve all checks and payments from September 14, 2021 to October 10, 2021.

Barb – I second. All in favor? Ayes. Motion carries.

B. Discussion and Approval of Fire Chief raise in salary. The Fire Chief's contract was approved and signed July 12, 2021 Board meeting. Salary was not discussed or approved therefore, any increase in salary will be back-paid starting July 12, 2021.

Florina – Ok I am going to need more information on this. Penni, you were here when Marty was hired as Fire Chief.

Penni – I remember I came to a Board meeting and Bert Earven stated he was retiring from Bowie Fire District. He said we had hired someone to take his place. At that time I hadn't met Marty yet and you weren't at the Board meeting that night.

Marty – No, I came to apply to be a volunteer. Bert found out I had a lot of experience with fire fighting. My qualifications being Firefighter I and Firefighter II. I also had some EMT training but my certifications hadn't been updated for some years. I wasn't looking to be Chief but I got hired for it anyway.

Florina – Because we didn't have a contract in the beginning and I'm just now hearing about this and do we annually evaluate you has that ever been done?

Marty – Not since February 2020.

Florina – Exactly that's something you guys have to follow through. Do we need legal counseling on this? I don't understand this. Should we seek counseling?

Marty – I'll be honest, if I don't get my raise I'm done.

Florina - Oh no your raise is right here.

Marty – I have 2 offers right now.

Barb – What we have here is we signed his contract in July and that's when the raise went into effect. We didn't settle on an amount and now it has sat. We need to agree on an amount and we also owe him his back pay.

Florina – I still think we need to evaluate this and look at the contract.

Barb – We can't put this off anymore. We need to discuss this and decide his raise right now.

Florina – If he's entitled to back pay, I would like to discuss that further. That is something we can go back to. He told me we were in violation of his contract. I do believe he does need an increase. He's done a lot and he deserves one. What is the pleasure of the Board? What does the Chief think is good?

Beth – The gross yearly salary is currently at \$42,000.00.

Florina – OK, Chief, what would be comfortable for you?

Marty – I think \$50,000.00 is fair.

Penni – That's an \$8,000.00 a year raise. I think that's acceptable.

Florina – For the way we put our lives on the line all the time, and everything he does

Penni – You know, we are not going to have a fire department without you and you are doing an excellent job and you are putting a lot of time into it. So, I would make a motion to raise the Chief's salary to \$50,000.00 a year.

Barb – I second. All in favor? Ayes. Motion carries.

Florina – So, Marty, do we still need to worry about this back-pay?

Beth – As for the back pay, that needs to be a separate motion and possible another agenda item. We can check with the County Attorney for proper procedure and continue at next Board meeting.

Florina – I still think we should have annual evaluations.

C. Discussion of Assistant Fire Chief Employment Agreement and raise in salary.

Beth – Ok. Admin suggests we give you Board members time to go over this Agreement. This is for discussion only tonight and you haven't had time to study it. May I suggest we have a special Board meeting in a week to discuss and possibly approve? Marty and I went over this today with Jr. He knows what his duties are.

Florina – The job of the Assistant Chief is to be able to take over for the Chief if he needs to.

Beth – All these job duties and responsibilities on Jr's Employment Agreement; he's already doing. Anyway, we don't need to make this an executive session meeting, just a working board meeting separate from today to go into detail discussing all this. It's up to you.

Florina – I make a motion to table the discussion of Assistant Fire Chief until we have time to study it and schedule a special meeting.

Penni – I second.

Florina – Any further discussion? All in Favor? Ayes.

Florina – Motion Carries.

The Board members decided to have a special meeting on October 19, 2021 at 2:00 pm.

D. Fire Chief discussion concerning Asst. Fire Chief need for glasses.

Marty – Jr and I already talked about this He's got to get glasses.

Florina – Are we paying for this?

Marty – My question is can we loan him the money and have him pay us back later?'

Jr – The last time I went to Walmart for glasses it was \$500.00.

Florina – I think yes, go ahead and get the glasses and reimburse the department afterwards.

E. Discussion of Administrative Assistant/Bookkeeper Employment Agreement and raise in salary.

Beth – Okay. That is in reference to my Employment Agreement and it is schedule to be on the next agenda. That will be regular Board meeting November 8, 2021.

9. Call to Public No Public

10. Adjournment time: 6:58 pm

Florina – Do I have a motion to Adjourn?

Penni – I make a motion to adjourn the meeting.

Barb – I second.

Florina – All in favor? Ayes. Meeting adjourned at 6:58

Next Board meeting is on November 8, 2021 at 6:00 pm

Warrant/Checks written from September 14, 2021 to October 10, 2021

9/15/2021	1020	One AZ Credit Union Credit Card	\$ 2,102.19
9/23/2021	1021	Golden West Industrial	\$ 1,737.70
9/23/2021	1022	Rattlesnake Exterminating	\$ 105.00
9/27/2021	1023	FIRST Insurance Funding	\$ 339.37
9/27/2021	1024	Bowie Water Dept	\$ 51.98
9/29/2021	1025	Napa Auto Parts	\$ 1,187.75
10/4/2021	1026	Bowie Fire District/Payroll Acct.	\$ 1,000.00
		Total	\$ 6,523.99

20 calls

2021

September

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
30	31	01	02	03	04	05
06	07	08 MVA 1917-2040 I- 10 W MP 382	09 Medical I-10 E Rest area 1407- 1507 MVA N. Riley Rd. 1507-	10	11	12 Medical 1212- 1246
13	14	15 MVA 1456-1538 I- 10 MP362 W	16 Medical 1430- 1505	17 Fall 1417- 1458	18 Fall 1442- 1514 Fall 1526-1558	19 Medical 1612- 1655 Fall 2324- 0101
20 Medical 0615- 0649 Brush Fire 1856- 2021 Medical 1940-	21	22 Fall 2150- 2249	23 Medical 1445- 1616	24	25	26 Medical 0804- 0849 I-10 W MP355MVA 1045- 1300 I-10 E
27	28	29 Emotional 1746- 1830	30	01	02	03
04	05	Notes:				

October

2 mva

2 medical

1 mutual aid w/ SSfd - cancelled

BOWIE FIRE DIST BOARD MEETING SIGN IN SHEET

10-11-2021

DATE	NAME	TITLE
10/11/21	MARTY Mennick	chief
10/11/21	Barbara Easthart	Treasure
10.11.21	Penni Goodman	
10, 11, 21	Robert Clarkstoph.	ASSISTANT FIRE CHIEF
10-11-21	Flornia Christernsson	Pres
10-11-21	Stacy Hoff	Stacy Hoff
10-11-21	DEAN RAGAN	Deen Ragan FF
10-11-21	Beth DeSpai	Admin