

MEETING MINUTES OF THE GREER FIRE DISTRICT

BOARD OF DIRECTORS

Meeting Time/Date: 1900 Hours

25 September 2013

Meeting Location: Greer Fire District Station 2, 38974 SR 373

I. CALL TO ORDER

Dan Leeds called the meeting to order at 1900 hours.

II. ROLL CALL OF FIRE BOARD MEMBERS

Attendees: Leeds, Diepstraten, Combs, Lt. Struble, Chief Wade, Ashley Magee, Steve Vickers
A quorum of Board Members existed.

III. SCHEDULED PUBLIC APPEARANCES

- Auxiliary Report – None
- Web Site Report – Normal updates
- Annual Audit Report – None

IV. CALL TO THE PUBLIC: None present

V. CONSENT AGENDA

A. Minutes: August 23, 2013

B. Chief's Report: A copy is attached and made a part of these minutes.

C. Chairman's Report: Dan passed out a newsletter from the Arizona Business Association regarding developing a "Culture of Safety".

D. Treasurer's Report: In the absence of Smith, Chief reviewed the financial packet in detail. Dan asked about the County Treasurer balance. Chief said that while we are currently showing a negative balance that will change to being in the black when tax revenues begin coming in. There will be a transfer to take care of the negative balance in the County account. Chief will follow-up on that.

On budget vs. actual we are at about 24% of the year.

Chief itemized the building maintenance expenditures.

Account Balances 9/1/2013

General Fund

10-1010 Apache County Treasurer -----\$7,835.90

10-1015 Payroll National Bank of Arizona-----\$15,990.92

10-1020 Special Revenue National Bank of Arizona-----\$92,789.06

10-1025 Capital National Bank of Arizona-----\$39,397.75

General Fund Total-----\$156,013.38

Greer Fire District Auxiliary-----	\$11,632.03
Greer Fire District Pension-----	\$13,503.24
Bellinger Springs Water Users-----	\$2,368.39

E. Committee Reports – None

F. Correspondence – The letter to the Globe office of ADOT regarding the Hall Creek curve was sent with a copy to Springerville ADOT. They have scheduled an on-site review for this week. There was a letter from the Attorney General's office stating that no complaints have been filed against the Greer Fire District.

Dan reviewed the insurance packet received from Brown & Brown.

Bob moved acceptance of the consent agenda as presented. Second by Ted. Unanimous.

VI. Discussion and Possible Action Calendar

A. Personnel Issues – Ashley made a presentation on an Occupational Health Officer position. This position is a non-required position which would be filled with a current employee at the current reserve pay rate. The estimated annual cost would be \$2,500 unless there is an exposure that the officer must address. The essential functions/responsibilities are:

- Coordinates occupational health testing as required. May include drug testing, Mask Fit Testing, Fit for Duty testing and occupational exposure testing.
- Coordinates vaccination programs
- Maintains employee health program and records
- Provides education and training for communicable diseases required by OSHA
- Promotes healthy lifestyles by conducting smoking cessation information, weight loss education, stress control, hypertension screening and nutritional information

Dan moved that we create the position of Occupational Health Officer. Second by Ted. Unanimous.

B. Volunteer and Hiring Candidates – Chief Wade

We have a new reserve, Mike Meacham, who is currently with the Springerville Fire Department.

C. Auxiliary Activities – None

D. Standard Operating and Administration Procedures – Chief Wade

A new S.O.P. On the Occupational Health position will be forthcoming.

E. Release of GFD property to another Fire District. - The Queen Creek Fire Department is wanting an electric hose reel which we have. Dan said we can't sell it but could probably donate it to another agency. Bob – motion to give Chief discretion to handle the donation to another agency as he sees fit. Second by Ted. Unanimous.

VII. Board Member Comments – None

Steve explained the Assistance to Firefighters Grant (AFG) on which he is working. It would be used for Air Packs. The ones in stock are out of date. The grant would require a 5% out-of-pocket expenditure.

Lt. Struble is working on a Toys for Tots type effort with Springerville and Eagar Fire.

The next meeting will be October 23, 2013. Packets will be available on the 16th.

VIII. Meeting was adjourned at 2041 hours.

By _____
Robert L. Combs, Clerk of the Board

Board Members:

Dan Leeds, Chairman _____

Ted Diepstraten _____

Jim Wright _____

Bob Combs _____

Lee Smith _____