

Sherwood Forest Estates Fire District Regular Meeting

Minutes November 19, 2019

- I. The meeting was called to order at 7:00 PM at the Sherwood Forest Estates Fire Station, 450 Little John Rd., Williams, AZ
- II. Pledge of Allegiance
- III. Roll Call: present were Bruce Speirs, Chair-Sue Hamilton, Treasurer-Wayne Marx, Chief-Matt McDowell and Deirdre McLaughlin, Asst. Chiefs, Brian Furuya Deputy County Attorney see attached for attendees.
- IV. Minutes of last meeting;
 - a. November 1st, 2019 special meeting- read and approved, Bruce S. made motion to approve and Se H. seconded, all in favor.
 - b. October 15th, 2019 minutes were not available and will be on next month's agenda.
- V. Financial Report;
 - a. Review of regular check register and budget updates-October 2019-read and approved, Sue H. made motion, Bruce seconded, all in favor.
- VI. Reports
 - a. Correspondence-Copper Point bill showing \$2525.00 due to our Workmen's Comp account.
 - b. Auxiliary-dark until April 2020
 - c. Fire Chief Report-see attached
 - d. No Board Reports
- VII. Possible vote to go into Executive Session with Deputy County Attorney, Bruce moved to go into executive session, Sue seconded, all approved.
- VIII. Old Business
 - a. Bruce reported on Website that it is up and running.
 - b. County Attorney submittal of legal review of investigation report, Bruce summarize the executive session with information that the board will be working with the Chief to make sure that the SFEFD has workable SOGs that will make the district stronger and better for now and in the future.
 - c. Discussion and Possible action re: Policy proposal regarding public review and/or release of SFEFD public documents-procedure and cost reimbursement. Bruce will be working with the county attorney to determine cost to anyone that would want a full copy of the results.
 - d. Tabled discussion on Saunders Company engagement agreement dated August 1, 2019
 - e. Review of Chief's task list/timelines/submittals which includes, new organizational chart, new job description of Asst. Chief, job description of proposed Admin. Asst. as well as salary, finger print card evaluation for employees, firefighter CO detectors, training IKRC personnel, recruiting Coconino County College EMTs, marking for the new vehicles, FFRS, Email about flooding, and the fall newsletter for MRRE.
 - f. Tabled new fire chief process for a later time at a special meeting.

IX. New Business

- a. Discussion and possible action re: Assignment of District Personnel EMS Services. Sue H. explained that the deputy county attorney had instructed them to let the EMS services that we offer in SFEFD is under a governmental obligation to service the people of Sherwood and MRRE. By law fire districts that offer EMS service have to respond and it is their duty to preserve life.
- b. Announcement of SFEFD Board Member Position. Bruce explained that we would be taking names of those interested in filling the vacant board seat. The board will have a special meeting to discuss those individuals.
- c. Discussion and possible action re: Inter-governmental agency aid boundary agreement. Chief Marx advised that Chief Antoniaes is looking into the mapping of the area.

X. Call to the Public

Mary Anderson; questioned the county attorney's clarification on refusing EMS services from particular individuals. **Doug McKay**; Had talked to the County Assessor and she mentioned that we could send a letter out to all Sherwood Forest Estate property owners and let them know of the tax increase and what we will be doing about it in the future. Sue read a statement-see attached. Discussion was that we put the information on the websites of SFE and MRRE to inform people of the increase and our future fiscal ideas.

Asked about how the residence will learn of the implementation of the improvements. Bruce remarked that they would be agenda items on future agendas.

He questioned the administration with the 3 chiefs and 1 admin. asst. Bruce replied that the Chief will be working on justification of the addition of personnel.

He also questioned the reasoning behind the amount of vehicle we have in our fleet. Bruce replied that it was the chief who makes that call. **Roger Anderson**; questioned the \$400.00 that will be needed to put decals on all our vehicles. **Dee Warneking**; gave information on the laws that protect those individuals who refuse to receive aid from particular individuals if they respond to a general aid call. **Martha Simoneau**; asked if the complaint should get a free copy of the investigation report. She said she had been told that the complaint would get a free copy of the full report. She remarked that not only the complaint receive the free copy but the subjects in the report. She was concerned about the time that it has taken and now is being told there will be another delay for the complaint to receive the report. Bruce will contact the county attorney and see if a free copy for the complaint is possible. Martha asked what the board is going to do with the results. Bruce explained that the board will be working to institute improvement and work to educate personal on procedures that will be necessary to improve the district. Martha also let everyone know that she was the one that the letters were written about and agrees that it is your right to refuse and that there is a patient care form that you can sign to refuse aid. **Debra Henson**; questioned the use and processing of the finger print cards. She was advised that this is one of the tasks for the chief to complete. She also asked about the timeline that the chief should have to complete these tasks; Bruce replied that they just did a timeline and Chief Marx went through each item. **Pam Shipman**; asked if the fingerprint information was secure. Chief Marx assures her that they are in a

locked and secure cabinet. She also said she agreed with DW and if she wanted to refuse EMS individuals she has that right. **Rick Switzer;** wanted to be assure that no matter who is on call for fire or EMS that the volunteers will respond without discrimination of any home or property owner. The Chief reassure that there will be no discrimination and will address this at the next training. He also wanted the board to know as a previous board member that he understands the challenges and thanked the board for their service.

XI. Next Board meeting will be December 17, 2019

XII. Adjourned 10:02 PM