



**MEETING MINUTES OF MAY 13, 2016  
WORK SESSION OF THE FOREST LAKES  
FIRE DISTRICT BOARD**



A special work session of the Forest Lakes Fire District was held on May 13, 2016 at 2:00 pm at the Forest Lakes Fire District Office, 1522 North Merzville Rd., Forest Lakes, Arizona. The following topics were discussed, but no formal actions were taken. Attendees were Chairman Hennessey, Clerk Nelson, Treasurer Cummiskey, Member Tolby, Member Waggoner, and Chief Rodriquez.

1 Call to Order at 2pm.

2 Discussion re: recent changes to POC staffing levels, future projected POC participation levels, POC recruiting plans and potential impact to our service delivery model (Chief Rodriquez). Chief Rodriquez summarized previous communications regarding the shortage of willing and able Paid on Call (POC) personnel. He commented that John McKeever will be retiring and relocating to Kingman in September of this year. Andrea Bidwell is now certified as a Paramedic and may be able to occasionally assist with patient transports. However she is not interested in working POC shifts. No new POC's have been added to the roster. Chief also reminded everyone that personnel must be at least 21 years of age to drive any equipment. This fact makes it difficult to utilize young fire service recruits as POC staff. While there is still a desire to maintain our current combination staffing model, it is becoming increasingly difficult to sustain the POC side of that model. It was suggested that an occasional expression of POC staffing need be included in the Forest Lakes Happenings email newsletter.

3 Discussion re: projected ODS adjustments as they relate to current and projected POC support levels to maintain our service delivery model (Chief Rodriquez). The shortage of POC personnel will require additional On Duty Staff (ODS) at times in order to meet operational requirements. ODS staffing can be adjusted between and 2 and 4 personnel, depending upon POC availability and peak community needs (such as summer holidays). Chief Rodriquez commented that our \$10/hour pay for Firefighter/EMT personnel is below area norms, and a higher pay rate may attract more available ODS staff at this level rather than the \$15/hour paramedic level. He will examine the potential to raise the Firefighter/EMT pay in the future.

4 Discussion re: financing options for the new fire station (Jon Waggoner/Chief Rodriquez). There was some discussion on how future grant funding should fit into the financing plan for the new station. Clerk Nelson commented that the probability of significant grant awards may be too low, and timing risk too great, for us to rely on grant funding as an essential financing element. Further discussion included the potential loan options and terms, and the desire to continue the pursuit of near term grant opportunities. Chairman Hennessey made the point that the opportunities for capital equipment grants may be better, and that such grants could free up future capital procurement funds to be retargeted toward building costs.

5 Discussion re: final adjustments to the proposed FY16-17 and projected FY17-18 annual budgets prior to public review at the May 21, 2016 Regular Board meeting (Tom Cummiskey). Treasurer Cummiskey reviewed the final minor adjustments to the proposed budget, in preparation for the upcoming public review. There were no further recommendations from the Board. Chief Rodriquez commented that recent State legislation now allows the District to increase the taxation mill rate to \$3.50 per one hundred dollars of assessed valuation if approved by the voters. The budget upside potential would be about \$42,000. However, there is little interest in pursuing this avenue at this time in Forest Lakes. There was also some brief discussion regarding the advisability of including a Frequently Asked Questions (FAQ) page on the District website.

6 The meeting was adjourned at approximately 4pm.

Approved by the Board on \_\_\_\_\_

Signed: \_\_\_\_\_

John Nelson, Clerk of the Board



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