

The Greater Verde Valley Emergency Services Sub-Committee

This is a joint Board sub-committee of the
Camp Verde, Montezuma Rimrock, Verde Valley, Sedona and Clarkdale Fire Districts

Thursday, January 7, 2016 / 9:30 AM
Sedona Fire Station 1, 2860 Southwest Drive Sedona, AZ 86336

MINUTES

1. Call to Order

Board Chair Dave Curtis called the meeting to order at 9:35 AM.

2. Roll Call of Committee Members.

Board Members of the Agencies: Dave Curtis; Jerry Taylor; Carol Keeton; Don Eberle; Bob Eddingfield; Tim Ernster; Dave Soto; George Kleindienst

Staff Members of the Agencies: Nazih Hazime, Terry Keller, Robyn Cook, Mike Kuykendall, Jane Witt, Kris Kazian, Brent Johnson, Greg Eberlein, Carla Dufort

3. Salute to the Flag of the United States of America and Moment of Silence to Honor all American Men and Women in Service to Our Country, Firefighters and Police Officers.

4. Call to the Public.

No one requested to speak.

5. Approval of Minutes

- a. **September 9, 2015**
- b. **October 14, 2015 – cancelled**
- c. **November 10, 2015 – cancelled**

Mr. Curtis moved to approve the Minutes, as presented; Mr. Eberle seconded, and the motion unanimously passed.

6. Discussion, possible action or staff direction on appointing Camp Verde Chairperson George Kleindienst and Sedona Board Member Tim Ernster to the committee.

Mr. Eberle moved to accept Mr. Kleindienst and Mr. Ernster to the Committee; a second was provided by Mr. Taylor and the motion unanimously passed.

7. Discussion, possible action or staff direction on the process for creating and implementing a strategic plan for the sub-committee.

Mr. Eberle stated Sedona Fire Chief Kris Kazian did a terrific job editing the document. Chief Kazian stated his work was mostly clean-up and formatting; he indicated items in red font on the document are additions or changes, and strike-outs are deletions. Verde Valley Fire Chief Nazih Hazime asked if changes included the ones provided by he and Camp Verde/Montezuma-Rimrock Fire Chief Terry Keller; Chief Kazian replied, "yes". Mr. Curtis suggested using a worksheet to come up with future items. Mr. Eberle recommended

accepting the document, as presented, and Mr. Curtis stated he liked the idea of this being a “working document” subject to changes. **Mr. Eberle moved to approve the document, as presented; Mr. Taylor seconded.** In discussion, Chief Keller stated it would be good to continue to add to, edit, and modify the document. Chief Kazian will finalize and clean up the document as soon as possible; and add verbiage that it was approved on today’s date; he asked if he should indicate it is a “living” document, but Mr. Eberle said that is understood. There was no further discussion, and **the previous motion passed unanimously.**

8. Discussion, possible action or staff direction on current shared service programs and IGA’s between agencies.

Mr. Curtis said he had previously asked all the agencies to list the current programs they share with others. He wanted an understanding of current services between agencies to see if others might want to join in. Chief Keller will forward the document to each agency. Chief Kazian stated dispatching may want to be added. After all the information is received, Mr. Curtis will create a master sheet, and is open to ideas and other ways to present the information. The group discussed some portions of SCBA are shared. Chief Hazime stated that Training is an area where agencies could expand their inclusion of other agencies, and also, pump testing could be combined to share the costs. Mr. Taylor said ladder testing could also be combined. Chief Keller said this issue could be discussed at the Verde Valley Fire Chiefs meeting. Mr. Curtis said as items are explored, the Committee could decide to formalize agreements for shared services.

9. Discussion, possible action or staff direction on future shared service ideas to explore.

Chief Kazian stated staff is trying to get ideas from these meeting to bring to the Verde Valley Fire Chiefs meetings; he said this concept is the wave of the future and will be a key part of future successful agencies, although it can be a slow process. He said everyone must be practical in the timeframes for accomplishing shared services; he also believes including labor representatives in these meetings is important. Mr. Eberle stated his agreement and the Committee members should allow the Chiefs to come up with ideas and bring them back to the prospective Fire Boards, but the committee has sometimes “tied the Chiefs’ hands” in the constraints of scheduling Committee meetings. Mr. Curtis agreed, stating the concept of the committee was strategic in nature; he encouraged the Chiefs to push the concept down to the lowest positions in their organizations. Chief Kazian stated the Chiefs’ next step is to bring in their labor representatives to get buy-in. Chief Keller stated there is a wealth of talent at this table and sees the value in this committee being able to share ideas. Mr. Eberle said this committee does not need to meet formally to keep these ideas moving forward. Mr. Curtis commented if the forms are filled out (from the item above), those will cover points the committee need to consider and bring back to their Fire Boards. Chief Kazian said he is excited for the future of the Verde Valley agencies in sharing services as it is for a better government and doing things right to operate more smoothly. Chief Eberle said successes have already been made with this document and then **moved to direct staff to allow the Chiefs to facilitate ideas and then, reconvene with the Committee; Mr. Kleindienst seconded, which passed unanimously.** Mr. Kleindienst suggested anything that can be done with a “handshake” is much more acceptable than an Intergovernmental Agreement; Mr. Curtis replied that, unfortunately, for longevity of concepts, we will need a written agreement.

10. Discussion, possible action or staff direction on the sub-committee meeting schedule.

Mr. Curtis commented when this Committee began, it met every couple of months; Mr. Eberle stated he would like to meet only when there are issues to explore. Chief Kazian suggested a quarterly meeting should be scheduled to keep everyone on track. Ms. Keeton and Mr. Ernster agreed, and it was suggested if any issue needs attention between the quarterly meetings, then the Chiefs should arrange a special Committee meeting. Mr. Taylor would like to consider holding these meetings via the Internet. **Mr. Eberle then moved to schedule quarterly meetings; Mr. Kleindienst seconded.** There was a brief discussion about the possibility of a special meeting to formally accept the two new members, but Chief Kazian suggested they just be kept in

the loop of information, and then officially appoint them at the next quarterly meeting. Chief Keller suggested quarterly meetings be held in January, March/April, August, and early November. The Chiefs will work out the schedule and inform the committee; the meetings will continue to rotate among the departments. ***The vote on the previous motion was called and it unanimously passed.***

11. Update on the discussion to share Battalion Chiefs.

Chief Keller updated the Committee that Camp Verde and Montezuma-Rimrock have agreed to share Battalion Chiefs beginning, hopefully, this spring; Cottonwood Fire was unable to participate. He suggested that BC-level training could involve shared carpooling, lodging, etc., which can “move the ball further” without a formal IGA. Chief Kazian stated that perhaps sharing Battalion Chief for larger incidents could be helpful. Also discussed was sharing a training officer and that Flagstaff Fire is doing this successfully. Mr. Ernster asked how the shared BC concept would work. Chief Keller replied that there will be a promotional process to acquire three eligible candidates; this process will also be used as a training/academy and the cost of the salaries will be shared; all three of the BCs will serve both communities. He said the agencies already work in an interrelated system with IGAs, so sharing BCs makes sense to strengthen the agencies. Mr. Curtis commented as we grow, the agencies need to educate the public so they understand when they see different logos on trucks in their area. SFD Firefighter Brent Johnson stated he thinks we already have a good working example of this with the Local 3690 and feels there are some immediate things that can be shared; he agrees with putting the Chiefs in the “driver’s seat” to move forward with ideas to bring to the committee. Chief Keller suggested combining social media efforts to keep the public informed. Chief Kazian said as call volumes increase and budgets stay low, we must continue to come up with ideas to share costs.

12. Discussion on next meeting date and location.

Chief Hazime offered Verde Valley Fire to host the next Committee meeting. Chief Kuykendall will figure out when Cottonwood can host.

13. Future Agenda Items.

Mr. Curtis informed those present that if they had any Agenda items, to please contact Ms. Cook at Camp Verde Fire. The next meeting will be held in March with two other Board Members officially joining the Committee.

14. Adjournment.

The meeting was adjourned at 10:38 AM.

Respectfully submitted:

Tricia Greer, Executive Assistant/Sedona Fire District