



~ These Minutes were approved on 11/18/15 ~

Sedona Fire District

2860 Southwest Drive, Sedona, Arizona 86336
Telephone (928) 282-6800 FAX (928) 282-6857

REGULAR BOARD MEETING

Station #1 – 2860 Southwest Drive – Sedona – Multipurpose Room
Wednesday, October 21, 2015 / 3:30 PM

~ MINUTES ~

I. CALL TO ORDER/ROLL CALL

A. 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.

Board Chairman Ty Montgomery opened the public session at 3:30 PM, and deferred the Pledge of Allegiance until after Executive Session.

He then moved to go into Executive Session pursuant to ARS §38-431.03(A)(3) for legal advice; ARS 38-431.03(A)(4) for instructions to attorney; and ARS 38-431.03(A)(5) to discuss/consult with designated representative regarding employee negotiations regarding Arizona State Retirement System for Administrative/Support employees; and pursuant to ARS §38-431.03(A)(3) legal advice and ARS 38-431.03(A)(4) instructions to attorney about Local 3690 stickers on fire apparatus. Board Member Scott Jablow seconded and the motion unanimously passed at four to zero.

II. EXECUTIVE SESSION

A. Vote to go into Executive Session pursuant to:

1. ARS §38-431.03(A)(3) Legal Advice; ARS 38-431.03(A)(4) Instructions to Attorney; and ARS 38-431.03(A)(5) Discussion/Consultation with Designated Representative regarding Employee Negotiations Re: Arizona State Retirement System for Administrative/Support Employee Association Employees.
2. ARS §38-431.03(A)(3) Legal Advice and ARS 38-431.03(A)(4) Instructions to Attorney Re: Local 3690 Stickers on Fire Apparatus.

B. Reconvene into Public Session – Discussion/Possible Action on above items.

Mr. Montgomery reconvened the Public Session at 4:54 PM, and led the Pledge of Allegiance. Division Chief Buzz Lechowski asked all to honor the memory of the 10 Firefighters and 11 Police Officers who lost their lives in the line of duty across the nation since our last Board meeting.

Fire Marshal Gary Johnson informed Mr. Montgomery that Carla Dufort and Kris Ahern, representatives of the Administrative and Support Employees Association requested to address the Board, as follows:

We are representatives for the Administrative and Support Employee Association (ASEA) membership. On behalf of the ASEA Membership, we would like to take a moment to thank the Board for your time and consideration regarding joining Arizona State Retirement System (ASRS). ASRS was brought back to the forefront due to recent Legislative changes that allow the District to join ASRS without having to participate in Social Security. We are sure Chief Kazian has explained to you the ASRS program has come up numerous times over the past 20 years. We respect and understand that this subject is sensitive for all involved. After multiple membership meetings and ballot votes, there is a majority of our membership that wants to be in ASRS. In our membership meetings we have discussed thoroughly the employee expense as well as the benefits involved for the District as a whole. Our membership has a strong desire to maintain and recruit the highest quality employees for our team. The majority of our membership feels in the past not being in ASRS has cost the District these types of employees since we are

not on par with similar Districts statewide. Again, thank you for your time and consideration on this important matter for the District and the ASEA Membership.

Board Member Diane Schoen moved to direct the Fire Chief as discussed in Executive Session to prepare an Addendum to the Memorandum of Understanding between SFD and ASEA to include membership in the Arizona State Retirement System beginning the last pay period of Fiscal Year 2016 and with a 10% service buy-back of employees' service time included. At that time, there was no second. Board Clerk Corrie Cooperman stated this is a complex decision, so the Board tabled it for a month until now; she said there are pros and cons of both ASRS and the 401A, to which the district pays 15%. She said it has been a hard decision for her personally. Mrs. Cooperman commented the Board was told SFD may lose key personnel not in the majority vote of the membership, potential of future ASRS contributions increasing – even, ultimately, higher than 15% currently for 401A, as well as the budget cost of the service purchase of approximately \$250,000; she said pros of the system are to honor the majority of ASEA and provide security for them, as we do not know the direction of future Boards and what could happen to the 401A, and it provides conformity with districts our size. Her understanding is savings from no longer running a dispatch center would pay for the program, which is a condition on which she would be in favor of voting for this motion. Mrs. Cooperman said the pros and cons, to her way of thinking, are almost equal. ***Mr. Jablow provided a second to the previous motion, and upon voting, the motion carried with three (Cooperman, Jablow, Schoen) in favor and one against (Montgomery).***

Mr. Montgomery progressed to the second Executive item and ***moved to direct Attorney Whittington to proceed as discussed in Executive Session; Mr. Jablow seconded and the motion unanimously passed.***

III. REGULAR BUSINESS MEETING

A. Discussion/Possible Action: Ability to Consider Additional Candidate(s) from Interview Process for Future Governing Board Vacancy.

Mr. Jablow stated in light of the resignation of former Board Member Nazih Hazime, expense to recruit and appoint Board candidates, and his plan to resign from the Board within the next few months, it would be prudent and cost-effective to continue the list of candidates for a few months. He believes this would be best for SFD. Mr. Montgomery said excellent candidates applied for the vacancy; he spoke with Attorney Whittington who recommended a motion be made to amend the Board Rules of Procedure to maintain the list of current candidates for a specified period of time. Mr. Whittington commented the Board could choose any process it wishes according to Board Policy, but Rules of Procedure are narrower; he said the Board could make an exception to the Rules – either on a one-time basis or direct him to modify the Rules for an on-going basis. Mr. Montgomery said he believes this could be a one-time amendment to maintain the current roster of candidates for a six-month period of time pending the resignation of any Board Members; Mr. Whittington said the Rules of Procedure would be modified to so reflect. Mrs. Cooperman asked if six months would be appropriate, as she was thinking through the end of the year. Mr. Jablow stated he believed through the end of the year would suffice. He said receipt of the World Trade Center artifact has been keeping him in this position, but in speaking with the Chief, he found he could stay as Chairman of the 9/11 Memorial Committee. ***Mr. Montgomery then moved to amend the Rules of Procedure to allow the current slate of Board candidates to remain in effect until the end of this year; Mr. Jablow seconded, and the motion unanimously passed.***

B. Discussion/Possible Action: Appointment of Interim Fire Board Member.

Mr. Montgomery distributed ballots to rank the four candidates for Fire Board interim appointment. The Board then voted. After the votes were counted by Executive Assistant Tricia Greer and Mr. Montgomery, it was determined that Tim Ernstser received the highest amount of votes and the second highest was Dave Soto; Mr. Montgomery then opened the floor for discussion or appointment. ***Mrs. Cooperman moved to appoint Tim Ernstser to the Board for the interim term of office; Mrs. Schoen seconded, and the motion was unanimously approved.*** Mr. Montgomery said the list of candidates would be maintained until expiration of the list at the end of this year, during which time if another vacancy occurs, the Board will take action to appoint a member from the list.

C. Discussion/Possible Action: 2016 Fire Board Meeting Calendar.

Fire Chief Kazian referred to the proposed dates for 2016 Board meetings and noted the March meeting was moved back one week. Mrs. Cooperman requested, due to Christmas, the proposed December 21st meeting be changed to December 14th. The Board agreed to the calendar by consensus.

D. Consent Agenda – Discussion/Possible Action:

- 1. September 16, 2015 Regular Board Meeting Minutes.**
- 2. September 16, 2015 Executive Session Minutes.**

Mr. Montgomery moved to approve the Consent Agenda, as presented, and a second was provided by Mr. Jablow. The motion unanimously passed.

E. Public Forum:

- 1. Public Comments.**
- 2. Executive Staff Response to Public Comments.**

Fire Marshal Johnson said a citizen requested to speak, but preferred to do so during the Chief's Report.

F. Business:

- 1. Discussion/Possible Action: Review and Approval of:**
 - a. September 2015 Financial Report.**

Mr. Jablow moved to approve the September 2015 Financial report, as presented; Mrs. Cooperman seconded and the motion unanimously passed.

- 2. Monthly Staff Report – Fire Chief Kris Kazian.**
 - a. Incident Counts by Station.**
 - b. Call Summary and Response Times Year to Date.**
 - c. Rescue Incidents.**
 - d. Update of Special/Significant Activities and Incidents.**
 - e. General Update of Recent SFD Activities, Happenings, and Events.**
 - i. Transition of Dispatch from SRCC to Cottonwood Communications Center.**
 - ii. Wildland Activity.**
 - f. Community Risk Management Update.**
 - g. SFD Training Report.**
 - h. Donations to SFD.**
 - i. Update of Grant Activity.**
 - j. Regional Communications Center Dispatch Activity for Month and Year to Date.**
 - k. Correspondence/Thank You Letters to SFD.**

Joy Moore – Sedona: *Respectfully, I come to you once again with questions after doing some research. I have some important questions to ask regarding 9-1-1 dispatch, and I will be at the next Board meeting in hopes of respectfully getting some answers. The decision to move the Sedona dispatch to Cottonwood was predicated largely on cost savings; however, there was no documentation released to the public explaining how much savings and from where these savings would be derived. I was wondering have these savings been realized, and if so, how much has Sedona Fire saved to date? I have recently learned that the Cottonwood dispatch will be losing Jerome PD, Camp Verde Marshal's Office, Clarkdale PD, and the Yavapai Apache Tribe as dispatch customers. Will this affect the financial cost model and cost to Sedona? Or are we still tied into a dollar amount per call? According to Chairman Montgomery, as quoted in the February Board Minutes, in regards to the reasoning to move our Comm Center, "SRCC has already lost four agencies with a significant hit to our bottom line and to keep our SRCC, we would have to increase our per call charge. Currently, Sedona Fire pays \$151 a call, but our subscribers pay about \$70." Considering that Cottonwood Comm Center is losing five agencies, what will the new cost per call be after our commitment of one year? What will happen to Sedona Fire and other agencies in the event that Cottonwood Dispatch loses more customers? And how will the City of Cottonwood, if you know by any means, absorb these costs and what contractual guarantee to Sedona Fire exists in regards to*

dispatch costs? It would appear the decision to close Sedona Fire dispatch and move it to Cottonwood was predicated on financial savings; are we going to need to wait a full year to realize these savings? Here are a few direct quotes from Chairman Montgomery regarding Chief Kazian at the February 25th meeting. "Sedona Fire pays \$151 per call for dispatch services. He would not put the dollar before quality of service because he cares about taking care of the public and providing a sustainable future." Second quote – "He said although the Cottonwood center would be different, he does not believe we are putting our citizens' safety in jeopardy. He said that the protocols, training, service level, and certifications are on par with SRCC, and he would not be giving this recommendation if it was not backed up with information, surveys, and studies." I know it has only been a short time, but are the Chief's thoughts still the same? As a citizen of Sedona, I would like to know if the Board and Chief are aware of the negative result of this move that's been going on at dispatch and to response times. If, in fact, you weren't aware, who can we address for the perceived lack of consideration and planning on this issue with services and also for not having contingency plans? I know the following questions may be redundant, but I still don't have answers from the last Board meeting that I attended on February 25th of this year. Was there a process in place for risk assessment for the move? If not, why? Was any third party, such as the district insurance carrier or underwriter involved in making a risk assessment for the district regarding the move of dispatch? And, finally, was any agency or third party with previous experience in the closure or moving of a primary PSAP 9-1-1 dispatch involved in making any of these risk assessment recommendations? I thank you in advance for answering these questions. As a citizen, I would also like to know what coordination was done between Sedona Fire and the surrounding PSAP 9-1-1 centers to assure that misrouted calls were handled properly and quickly transferred to the proper agencies. I think at the top of the list should be the cell carriers considering that most 9-1-1 calls are made from cell phones. So, what coordination was done between Sedona Fire and the telecommunication carriers – specifically, the cell carriers, to ensure that their systems were reprogrammed to send calls to Cottonwood based on GPS locations within the Sedona Fire District. With respect to the current dispatch situation today, is the dispatch information and technology and alerting being received by Sedona Fire personnel equal to the previously received from Sedona Fire's own dispatch? And are all systems alerting functional including pagers and station tones? I specifically remember on many occasions that the term "apples to apples" was used when comparing Sedona Fire dispatch functions to Cottonwood; knowing today this is probably not the case, was this just simply missed? Finally and in conclusion, I would like to know if the Sedona Fire Board and Chief are aware of how many... aware of the many, many cases dispatch times and response times are now up to three times longer with Cottonwood versus when Sedona Fire had dispatch, i.e., when Sedona Fire had a dispatch, the call times were approximately 3 to 4 minutes, and now they are approximately 9 to 10 minutes. Being only one citizen, I am personally aware of about half a dozen calls – I can't even imagine how many are occurring at this point – one known firsthand is on October 12th, dispatch called in a rollover in Uptown, Station 4 rolled out to Uptown only to find that the rollover was in West Sedona. You can imagine the response time and how the patients felt as they lay in the accident zone waiting for help. The second incident occurred in Uptown Sedona on October 14th at 1:30 PM – the 9-1-1 caller was approximately four blocks from Station 4; the call was answered by the Comm Center and then transferred and answered by a random person not in the 9-1-1 center – named Carol who subsequently told the caller to call 9-1-1, that this was not 9-1-1; the call was finally transferred back to 9-1-1, but the call time wound up being nine minutes and the location was only one minute away from Station 4. The third and final incident I will discuss was a 9-1-1 call that went out in the Village of Oak Creek on September 30th at 3:24 PM and the 9-1-1 caller was less than three blocks from Station 3 in the Village, yet the time to arrive to scene was 10 minutes. A Sedona citizen just happened to arrive on scene directly after the patient dropped on the floor with a massive heart attack. That citizen had immediately began CPR. It took two minutes to dispatch and another eight minutes to get the ambulance from Station 3 – only three blocks away – from the caller because the 9-1-1 center employee had no idea where the address was and continued to ask the distressed wife of the patient over and over again where they were. The citizen performing CPR lost the patient twice, but kept him alive until help finally arrived; the heroic work of our Sedona Fire paramedics kept the patient alive through their amazing efforts giving him five rounds of Epi and two of Versed until their arrival at VVMC, where they lost him once more on the way to the Cath Lab. The patient was ultimately saved and is now on the

way to a full recovery. If not for the lucky arrival of that citizen at the moment of his heart attack and the very amazing work of the paramedics, this patient would, at the very least, be brain dead. And why ten minutes? In relation to all three incidents that I have stated, there have been 100s of previous 9-1-1 calls in the exact same areas, when handled by Sedona Fire dispatch, that only had a two to three minute response time – why nine minutes now? Why have I decided to come to the Board today? Why am I so passionate about and concerned about the 9-1-1 center switch? And how do I have personal and firsthand knowledge of this last 9-1-1 call with the massive heart attack? Because the patient is a dear friend of mine and I was the citizen performing CPR.

Fire Chief Kris Kazian said he is not sure where the allegations of the three times longer or any of the statistics cited in Ms. Moore's discussions were founded or came from; he will address those questions.

Chief Kazian then commented SFD continues hovering around 375 calls a month, which is up about 320 calls for the year; our average response time has not changed much – and noted at least half the month was part of dispatch transitioning. Interfacility transports continue at about 80 a month and rescues are busy, as well. Mrs. Cooperman asked Chief Kazian about when the “clock starts ticking” on incidents; Division Chief Buzz Lechowski responded our Total Response Time is notification/alerting (pager, alerting system, tones from the radio, etc.) and that is when the “clock starts ticking”; turnout and drive time are included in Total Response Time, as well; he said, it is measured from “alerting” to when the crews state they are “on scene”. Chief Lechowski said the call processing by the dispatcher is answering the 9-1-1 call, typing it in the computer, and dispatching happens before the Total Response Time; Chief Kazian indicated a map showing dots for location of calls, and those further away from stations add time.

Significant events included a kitchen fire in VOC with a house fully charged with smoke that was quickly extinguished. Also, SFD had 20 Firefighters respond to 38 wildland fires across the Western states.

Regarding Grants, staff met with the video conferencing project representatives and found they are about a month ahead of schedule in installation; this will allow videoconferencing abilities between our stations, as well as Verde Valley, and other departments across the State to have interactive training/meetings. Chief Kazian said staff will get the tax figures to the Board (as the grant did not include tax) soon.

Incident counts by station are included in the report, along with donation information. Chief Kazian said Community Risk Management continues to be busy with a couple of large on-going construction projects. In Training news, staff is working on helicopter ops to keep our personnel up to speed. We held a two week firefighter orientation; he reminded the Board that last month, two new SFD Firefighters were sworn in, but unfortunately, a family matter has precluded one of them from continuing his SFD employment; he was lucky enough to get his former job back in the community with his family; now, SFD has two new Firefighters starting November 9th. Chief Kazian taught a class and several SFD Firefighters participated in Arizona State Fire School (ASFS); he complimented SFD Training Officer Michael Duran for the amazing work he did for ASFS in overseeing the incident action plan to make sure the school ran effectively; Officer Duran was assigned the job of Safety Officer for the entire ASFS including live fire, extrication, and multiple campuses. He reported SFD staff continues with the Blue Card program, and announced Firefighter Andrew Johnson just completed his Associates degree in Paramedicine; he noted the training hours (over 2,000) and classes for the month of September. Chief Kazian said wildland activity is busy and SFD ended with over \$750,000 of wildland expenses, which will be reimbursed; SFD always budgets \$55,000 for wildland, and last year, came in under at \$27,000.

Chief Kazian stated discussions about the costs of Sedona Regional Communications Center (SRCC) started long before he came to SFD; he said the decision to migrate to Cottonwood Public Safety Communications Center (CPSCC) in February was very difficult after 30 years of SRCC operations and “untangling those vines” of dismantling a Primary PSAP with the help of the State 9-1-1 Committee; staff expected and explained the transition would not be perfect and it has not been; we are working every day to oversee this transition including 1,500 entries with multiple levels onto run cards (the description of how to address calls at specific addresses – who goes first, second, etc.) He said we work hard every day

to maintain our high level of expectation for customer service – and pointed out SRCC did not run perfectly on its first day of operation; we are proud to work with CPSCC to take care of issues. Division Chief Schwisow commented the run cards are the data entry piece, which Chief Lechowski is handling; the telecommunications piece (process of connecting our system to their system) is ongoing; when we transitioned to CPSCC, we had connectivity, radio traffic, two-tone paging, and are adding back in digital paging; sometimes, unforeseen things happen on both sides, which we work to prioritize. He said the MDT program fell a little further down in the process to be able to handle higher priority items; Chief Schwisow said Cottonwood personnel have been gracious and diligently working for our system.

Mrs. Cooperman asked how call processing time is going; Chief Schwisow responded when they get a call, and start the time, they are “dead on”, just like SRCC was with plenty of staffing and ability to transfer it appropriately or dispatch it; he said the PSAP piece is being worked through, as most 9-1-1 calls are from cell phones – calls are routed to Sedona Police Department, Coconino County, and sometimes to DPS; sometimes cell signals are sent to the wrong place, which also happened before we moved. He read an article that stated if a 9-1-1 center was designed now, it would probably be countywide, statewide, or even nationwide to get all information to send calls appropriately, but that is not the way our system was set up or works; calls are answered quickly, but forwarding to different centers regarding who gets dispatched first – police or EMS – is being worked through; SFD used to get EMS calls first as we had ultimate control, but now, it may take a little longer, which is out of our control; he said in most systems, police typically do get calls first. Mrs. Cooperman stated we were aware in the move to Sedona Police that there would be an additional delay, but asked how that is being tracked; Chief Kazian responded he does not believe 9-1-1 calls are all going to Sedona PD yet – they are going to Cottonwood or Coconino County Sheriff, as it takes time for the cell companies to make the transition.

Chief Lechowski said he used to simply walk into SRCC and work out issues; he now must learn who to contact at DPS, etc.; the CPSCC manager has been very helpful; they have the same analytics and reporting requirements as SRCC; we will not be able to really start seeing trends until Phase Two at Sedona PD is worked out. Cell calls are tracked through cell companies in raw data through a “Crystal” report, and addressed in the IGA to meet NFPA standards of time processing; their initial time to answer 9-1-1 calls is required to be 90% of the time within 15 seconds, and they are 100% of the time. Chief Kazian said we have been in CPSCC for 27 days, so we need more time to track issues. Regarding Ms. Moore’s concern for costs – actually, Clarkdale FD, Jerome PD, and others went to Camp Verde Marshal Office a year ago and related costs were figured in initial calculations. He congratulated Chief Lechowski on resuming his A Shift Battalion Chief duties tomorrow, and Ed Mezulis will start Monday as our 40-hour weekly EMS Division Chief. He publicly thanked Chief Lechowski for the great work he has done over the last three years as Division Chief. Chief Kazian then noted the thank you letters and photos included with the Fire Chief’s Report.

G. Items from Staff:

1. Discussion/Possible Action: Black Canyon City Fire District Request for Proposals for Administrative and Management Services.

Chief Kazian said staff met several times about the Request for Proposals from Black Canyon City Fire District (BCCFD) to cipher through data and see if we it could work as increased revenue – considering risk versus reward; after carefully looking at SFD needs and although our staff is constantly looking for revenue sources, decided it is not in SFD’s best interest to provide a quote to BCCFD; staff feels it does not make sense at this time. Mrs. Cooperman said she was particularly focused on not sharing the Fire Chief as it was stretching that role. The consensus of the Board was to decline. Mr. Montgomery wished BCCFRD the best, and SFD would continue to explore future shared services.

2. Discussion/Possible Action: Purchase Order #8676 to Walker and Armstrong, LLP in the amount of \$19,000 for the SFD Fiscal Year 2014/2015 Annual Audit.

Chief Kazian said this is to pay for the legally required annual financial audit; *Mr. Jablow moved to approve Purchase Order #8676 to Walker and Armstrong in the amount of \$19,000; Mrs. Cooperman seconded and the motion was unanimously approved.*

3. Discussion/Possible Action: Purchase Order #8404 to Spillman Technologies in the amount of \$12,554 for Project Management and Maintenance for the MDT program.

Division Chief Schwisow said this is for budgeted MDT data software and license we need to operate in that environment; he noted the vendor misquoted by \$18,000, and said the offer expired September 1st; however, IT Lead Technician Jeremy Harris talked to Spillman and they extended the deadline on the offer. *Mr. Jablow moved to approve PO #8404 to Spillman Technologies in the amount of \$12,554; Mrs. Schoen seconded, and the motion unanimously passed.*

4. Discussion/Possible Action: Purchase Order #9915 to AvePoint Public Sector, Inc. in the amount not to exceed \$25,246.00, as budgeted, for SFD's SharePoint update.

Chief Schwisow stated this purchase is for SFD SharePoint – our internal internet with our policies, documents, calendars, etc., which is a 2003 version; two upgrades were needed and budgeted, but with the migration to Cottonwood and demand on time of the Telecom section, SFD personnel were unable to get to this project, and are proposing the vendor come and migrate our data into the new platform; he said this purchase was budgeted as part of the migration funds. *Mrs. Cooperman moved to approve Purchase Order #9915 to AvePoint Public Sector in an amount not to exceed \$25,246, as budgeted, for SFD's SharePoint update; Mr. Jablow seconded, and the motion unanimously passed.*

H. Item from Board Member Scott Jablow:

1. Update of 9/11 Memorial Committee.

Mr. Jablow said the 9/11 Memorial Committee has made progress, and originally, needed four people with himself being the fifth, and six people applied – one person declined is a radio personality from California, but only is in Sedona part-time; however, he offered to help raise money; another person was also declined. The Committee members are impressive – Dave Soto (who was number two on the Board candidate list) brings fundraising and fire service experience as a Captain with Los Angeles FD; Dennis Burke is a retired FDNY Firefighter with a passion to help SFD with the girder and has experience raising funds; Steve and Leslie Hunt are a married couple from New York that worked with the Red Cross at Ground Zero and also with the Arizona Community Foundation – with great fundraising experience. He said the committee created two brochures – one for corporate sponsors and one for individual donors.

Before the meeting today, Mr. Jablow received the first donation to help build the memorial – \$500 from the Local 3690 Firefighters. The committee is moving in the right direction to get working plans, and try to save money and raise funds for the project. Mr. Jablow said the Committee is trying to meet weekly and stay focused, and there are upcoming exciting opportunities. Mrs. Cooperman asked if the intention was to hire LEA for the working plans; Mr. Jablow responded the Committee would need to work with Chief Kazian on that, although has a price of approximately \$8,000 from LEA. Mrs. Schoen asked that the Minutes be checked concerning working with LEA Architects; she believes working with LEA for the memorial was part of the motion.

Chief Kazian stated we worked with LEA for the concept, and having a plan was part of the discussion; he believes everyone loves the design, and said discussion at the first Committee meeting was – using the architectural rendering – to look at any other opportunities for local solutions to build the memorial. Mr. Montgomery commented he does not believe this discussion is about changing the design. Mrs. Schoen again asked that the Minutes be checked; Mr. Jablow said he does not believe it specifically said we would use LEA for the working drawings. Chief Kazian said they would check, and agrees there is value to work with LEA, so we need to consider that before hiring someone else to do the drawings, although there may be a reason to do so; he said LEA is committed to this project – and for such a large piece, the continuity of everything in the details has a value; however, looking at how to do it the best way always makes sense, and that is what he told Mr. Jablow. Mr. Jablow commented everything is on the table;

Chief Kazian said this is a professional service, so we can sole source LEA, and while the committee feels behind the memorial's bench is the best place for sponsor/donor names, the architect may tell us that is not safe or structurally, the best place. Mrs. Cooperman thinks there is great value in using LEA to draw up the plans, as they are familiar with the materials already in the station and hopes they are used. Mr. Jablow agreed, but said he is not certain there was a motion stating that in the last Board meeting.

2. Update of Shared Services Committee.

Mr. Jablow said the last meeting was scheduled in Sedona on October 14th, but due to lack of a quorum of the Shared Services Committee, was cancelled; however, three fire chiefs who were present finished drafting some Strategic Plan language for review. Mrs. Cooperman stated that as she has been unable to make the Committee meetings due to other commitments, it would be best to remove herself; Chief Kazian pointed out Mrs. Cooperman was never formally appointed to the Committee, as Mr. Jablow was. Mr. Jablow recommended that when he resigns from the Board, Dave Soto take his place on the Committee, as he has been already attending those meetings as a member of the public. Mr. Montgomery said Mr. Soto's possible appointment to the Fire Board would require a formal nomination and vote.

I. Item from Board Chairman Ty Montgomery:

1. Monthly Update: Fees for Legal Services Provided to SFD.

Mr. Montgomery said the legal bill was \$4,076 last month, and SFD is on track for budgeted legal fees.

IV. FIRE MARSHAL'S SAFETY MESSAGE

Fire Marshal Johnson said the uptown Halloween event will be on October 31st, and asked everyone to be safe when driving through that area; as has been SFD's practice for many years, CRM staff and Firefighters will give out "glow sticks" to children to make them more readily seen in the dark. He asked everyone to take care watching out for children in other unlit areas that night, as well.

The meeting was adjourned at 6:30 PM.

Original signed by Corrie Cooperman

Corrie Cooperman, Clerk of the Board

:tg