

The Greater Verde Valley Emergency Services Sub-Committee

Camp Verde Montezuma Rimrock Sedona Verde Valley Clarkdale

Wednesday, September 9, 2015, 9:30 A.M.

A Joint Sub-Committee of the area Fire Districts Board of Directors met in Public Session on the above date and time at Station 31, located at 2700 Godard Rd, AZ 86326

1. Call to Order/Roll Call of Committee Members: Board Chair Curtis called the meeting to order at 9:32 a.m.

Present: Board Chair Curtis; Board Member Taylor; Board Clerk Keeton; Board Member Darby; SFD Board Member Scott Jablow; VVFD Board Member Don Eberle; SFD Chief Kazian; Not Present- VVFD Board Member Bob Eddingfield and SFD Board Member Corrie Cooperman.

Staff: CVFD Chief Keller, Robyn Cook – CVFD Administrative Manager; Lisa Elliott-VVFD Administrative Manager; Chief Kazian – SFD

Others Present: Chief Kuykendall - CFD; Spencer Young; VVFD Board Member Ken Bishop, Clarkdale Board Member Ron Ballatore, Dave Soto

2. 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
3. Call to the Public: None
4. Approval of Minutes: VVFD Board Member Don Eberle motioned to approve the Minutes of the August 12, 2015 Sub-Committee Meeting. SFD Board Member Scott Jablow seconded the motion. Motion passed unanimously.
5. Discussion and possible action on appointing Clarkdale Board Members Ron Ballatore and Mark Tufte to the committee:
VVFD Board Member Don Eberle motioned to appoint Clarkdale Fire District Board Members Ron Ballatore and Mark Tufte to the Shared Services Sub-Committee Board. Board Member Darby seconded the motion. Motion passed unanimously.
6. Discussion and possible action on naming the sub-committee to reflect all agencies involved with sharing services: SFD Chief Kazian recommended making a name change to better identify the group. All agencies should be reflected in the name. After further discussion amongst members, SFD Board Member Scott Jablow motioned to change the name of the committee to “*The Greater Verde Valley Emergency Services Sub-Committee*”. VVFD Board Member Don Eberle seconded the motion. Motion passed unanimously.
7. Discussion, possible action or staff direction on establishing objectives and guidelines for the sub-committee to adhere to: Board Member Eberle explained that ideas for guidelines and objectives for evaluating shared services with neighboring agencies were presented at the last meeting. He stated that the direction given to the committee was to evaluate them and see if they were a viable option for the committee to move forward with, and then to bring back information and any objections.

Board Chair Curtis stated that he liked the seven objectives but would like to add to it that in evaluating the services, all the agencies don't have to agree or participate in the services. If two agencies want to participate that would be fine. This shouldn't be an all or nothing type of proposition.

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VVFD Board Member Don Eberle agreed and explained that the committee is to brainstorm and think of ideas that would work locally or regionally (locally 2 agencies working together and regionally 3 or more). VVFD Board Member Eberle feels the committee is a conduit to share information for the governing Boards and Councils that each member represents. Every idea might not fly with each individual agency and their specific Board has the ultimate decision and authority.

8. Discussion, possible action or staff direction on the process for creating and implementing a strategic plan for the sub-committee: VVFD Board Member Don Eberle passed around and reviewed the *Proposed Strategic Planning Outline/Action Planning Through Management Teams* handouts VVFD Board Member Eberle suggested this be forwarded to all the other Board Members, Chiefs and employees of the Districts for their input.

SFD Fire Chief Kazian would like definitions added to the "Shared Services Management Models" (page 4 of the Strategic Planning Outline) to make sure everyone is on the same page with the definitions.

Board Chair Curtis directed Board Member Eberle to add the requested definitions and get it out to members electronically. Members then need to take these to their Boards for their input and send any changes or concerns to VVFD Board Member Eberle a week prior to the next sub-committee meeting so he can compile the information and have a revised version at the next meeting.

9. Update on the discussion to share Battalion Chiefs: CVFD Chief Keller informed the committee that VVFD Chief Hazime, Robyn Cook-CVFD Administrative Manager and Lisa Elliott-VVFD Administrative Manager (CVFD Chief Keller was on vacation) have had dialogue and looked at the financial side of the possibility of sharing Battalion Chiefs for the Verde Valley. Robyn Cook passed out spreadsheets for members to review.

VVFD Board Member Don Eberle would like to extend an invitation to Jerome Fire Chief, Rusty Blair to join in the discussion. CVFD Chief Keller will give him a call.

Board Chair Curtis would like to see what the primary objectives are so everyone is on the same page. He would think the primary would be emergency response and the secondary objective would be Administration. He feels members should take this information back to their Boards to see if they are on board with the decision making process.

CVFD Chief Keller explained this is a noncommittal idea so far and they are just exploring the idea.

CVFD Chief Keller will meet with the Fire Chiefs to talk about the shared Battalion Chiefs option.

10. Discussion on next meeting date and location: The next Shared Services Sub-Committee meeting will be hosted by Sedona Fire District, location TBD, on October 14, 2015 at 9:30 a.m.

SFD Board Member Scott Jablow invited everyone to their 911 Ceremony, Friday, September 11th at 6:45 a.m. at ST 6.

11. Future Agenda Items: (if additional items come up, contact Robyn at CVFD and she will add them to the agenda)

- Compile list of current things we all partner with each other on. (Mutual Aid) Bullet point items.
- Update on Shared Battalion Chiefs
- Guideline/Strategic Plan

12. Adjournment: Board Meeting adjourned at 11:15 a.m.