



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
Tuesday, February 15, 2022 / 4:00 PM

~ AGENDA ~

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.

II. BUDGET WORKSHOP

- A. Discussion possible staff direction regarding the 2023 Budget.

III. PRESENTATION OF AWARDS/STAFF RECOGNITION

- A. Acknowledgement of the 2021 Annual Awards.
- B. Years of Service Recognition

1. Acknowledgement of 20 Years of Service: Engineer Allen Schimberg; Captains Jarrett Tarver & Rodrigo Sanchez; Training Officer Michael Duran; Battalion Chief Jordan Baker

IV. REGULAR BUSINESS MEETING

A. Public Forum:

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

B. Consent Agenda – Discussion/Possible Actions:

1. January 18, 2022 Regular Meeting Minutes

C. Financial Report and Updates –Director of Finance Gabe Buldra

1. Discussion/Possible Action: Review and Approval of January 2022 Finance Report

D. Staff Items:

1. January 2022 Monthly Fire Chief Report
 - a. Call Volume and Response Review – Fire Chief Jon Trautwein
 - i. Incident Summary and Year to Date Comparison
 - b. Administration Updates – Director of Administrative Services Heidi Robinson
 - i. News and Events
 - ii. Staffing Updates
 - iii. Mental Health Moment
 - c. Operations Activities – Assistant Chief Jayson Coil
 - i. COVID 19
 - ii. Significant Incidents in the District
 - iii. Wildland Seasonal Outlook
 - iv. GIS Updates
 - v. Telecom Updates
 - d. Community Risk Reduction Activities – Division Chief Dori Booth
 - i. Inspection Activities
 - ii. Fire Prevention Appearances and Events
 - iii. Fire Investigations
 - iv. Notable Events

- v. Fire Marshal Safety Message

- e. Operational Support – Division Chief Ed Mezulis
 - i. EMS Activities and Updates

 - ii. Fleet Activities and Updates

 - iii. Training Report

- f. Fire Chief Activities – Fire Chief Trautwein
 - i. Strategic Plan

 - ii. Station 4 Construction Timeline

 - iii. Grants

 - iv. Purchase Orders between \$10,000 - \$50,000 since the last Board Meeting

 - v. Public Outreach and Communication

 - vi. Correspondence/Thank You Letters to SFD

 - vii. Donations

E. Board Member Items:

- 1. Discussion: Board Member’s Fire District Related Activities Since the Last Board Meeting.

III. ADJOURNMENT

Gene McCarthy, Clerk of the Board



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REGULAR BOARD MEETING
Station #1 – 2860 Southwest Drive – Sedona – Multipurpose Room
Tuesday, January 18, 2022 / 4:30 PM

~ MINUTES ~

I. CALL TO ORDER/ROLL CALL

Pursuant to notice, a regular meeting of the Sedona Fire District (SFD) was called to order by Chairman Dave Soto at 4:37 PM on Tuesday, January 18, 2022. Director of Administrative Services, Heidi Robinson, recorded the minutes. A quorum was present, and the meeting, having been duly convened, was ready to proceed with business.

Board Present: Dave Soto – Chairman; Gene McCarthy – Clerk; Al Comello, Janet Jablow; Helen McNeal - Members

Others Present: Fire Chief Jon Trautwein; Assistant Chief Jayson Coil; Division Chief Ed Mezulis; Division Chief Dori Booth; Director of Administrative Services Heidi Robinson; Director of Finance Gabe Buldra; Attorney William Whittington; Lydia Hunter CPA – BeachFleischman.

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.

Chairman Dave Soto led the Pledge of Allegiance and Fire Chief Jon Trautwein requested a Moment of Silence for the 30 Police Officers and 12 firefighters who passed away since the previous Board Meeting.

II. INTRODUCTION OF NEW SFD EMPLOYEE

A. Introduce new SFD Employee – Kimberly Smathers.

Director of Administrative Services Heidi Robinson gave a brief welcome and introduction of the new Executive Assistant to Leadership, who was not able to attend the meeting.

III. REGULAR BUSINESS MEETING

A. Public Forum:

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

There were no requests to speak.

B. Consent Agenda – Discussion/Possible Actions:

- 1. December 21, 2021 Regular Meeting Minutes**

Board Member Al Comello made a motion to approve the consent agenda. Board Clerk McCarthy seconded, there was no further discussion and the motion passed unanimously.

C. Financial Report and Updates –Director of Finance Gabe Buldra

- 1. Discussion/Possible Action: Review and Approval of June 30, 2021 Annual Comprehensive Financial Report (ACFR)**

This item was presented after the financial report.

Lydia Hunter from BeachFleischman presented the audit results, stating they issued an unmodified opinion which is the cleanest opinion that can be provided. Ms. Hunter reviewed the audit letter and explained the components and requirements. Ms. Hunter explained that they audited internal controls, compliance with ARS§ 78-805.02 subsection G, and that the draft Annual Comprehensive Financial Report (ACFR) was provided.

Ms. Hunter reviewed the financial highlights and statement of net position, statement of activities, and cash flow summary. She noted that the district had an overall positive net position. There were discussions on the process, the pension liability, and a clarification of uncorrected audit adjustments.

Mr. Buldra commented the ACFR is in draft form pending notes from the prior year's award from the Government Finance Officers Association (GFOA). He stated after approval the ACFR will be submitted to GFOA for award review.

Chairman Soto moved to approve the Audit and Annual Comprehensive Financial Report for the fiscal year ending June 30, 2021. Board Member Comello seconded; there was no further discussion and the motion passed unanimously.

2. Discussion/Possible Action: Review and Approval of December 2021 Finance Report

Director of finance Gabe Buldra reviewed the budget for the month of December and from a year to date standpoint. He explained any variances for the categories for both revenue and expenses and the causes for those variances. The percentage of the budget expended year to date and the percentage of budget per category were reviewed as was the cash position comparison to the prior year.

Mr. Buldra provided information on Proposition 207 funds collected as well as increase to ambulance billing revenue.

Chairman Soto moved to approve the December 2021 finance report. Board Clerk McCarthy seconded, there was no further discussion and the motion passed unanimously.

D. Staff Items:

1. December 2021 Monthly Fire Chief Report – Fire Chief Jon Trautwein

a. Call Volume and Response Review

i. Incident Summary and Year to Date Comparison

ii. Incident Responses by Station

b. Administration Updates – Director of Administrative Services Heidi Robinson

i. News and Events

ii. Staffing Updates

iii. Mental Health Moment

c. Operations Activities – Assistant Chief Jayson Coil

i. COVID 19

ii. Significant Incidents in the District

iii. Wildland Seasonal Outlook

iv. GIS Updates

v. Telecom Updates

d. Community Risk Reduction Activities – Division Chief Dori Booth

i. Inspection Activities

ii. Fire Prevention Appearances and Events

iii. Fire Investigations

iv. Notable Events

v. Fire Marshal Safety Message

e. Training, EMS, and Fleet Division Activities – Division Chief Ed Mezulis

i. EMS Activities and Updates

ii. Fleet Activities and Updates

iii. Training Report

f. Fire Chief Activities – Fire Chief Trautwein

i. Strategic Plan

ii. Station 4 Construction Timeline

iii. Grants

- iv. **Purchase Orders between \$10,000 - \$50,000 since the last Board Meeting**
- v. **Public Outreach and Communication**
- vi. **Correspondence/Thank You Letters to SFD**
- vii. **Donations**

Assistant Chief Jayson Coil provided the information on statistical call data on behalf of Chief Trautwein, indicating a correction of data since the last meeting that will be reflected in the next report.

Director of Administrative Services Heidi Robinson provided the news and events, staffing updates, and the mental health moment for the month. There was some discussion regarding change in scheduled training and conference attendance due to COVID.

Assistant Chief Coil provided updates to the COVID protocols at SFD, significant events, GIS activity, and the UKG malware recovery timeline. There was discussion on future disaster planning and praise for the SFD team response.

Division Chief Dori Booth provided the Community Risk Reduction report, noting increased activity in all areas. The Fire Marshal Safety Message regarded space heater safety.

Division Chief Ed Mezulis covered the EMS, Training, and Fleet activities, noting training modifications and product/part delays.

Assistant Chief Coil answered questions on the Strategic Planning process, confirming training was pending and that an update would precede budget discussions. He also clarified the status of Station 4 construction plans due to supply costs and availability.

2. Discussion/Possible Action: Adjustment to wage scale based on compensation study report.

Assistant Chief Coil explained the process and result of the classification study commissioned from 3rd party firm, RGS. There was discussion on good business practices and whether there would be future adjustments from this study.

Chairman Soto moved to approve the adjustment to the wage scale as presented. Board Member McNeal seconded, there was no further discussion and the motion passed unanimously.

E. Board Member Items:

1. Discussion: Board Member's Fire District Related Activities Since the Last Board Meeting.

The Board Members shared their activities related to the fire district since the last meeting. The activities included meeting with Chief Trautwein, connecting with visitors to the District, observing ladder training, and learning about the District through our reports. Good health was wished to all.

IV. ADJOURNMENT

Chairman Soto adjourned the meeting at 6:09pm

Gene McCarthy, Clerk of the Board



Sedona Fire District Monthly Financial Report

Monthly Financial Report – January 2022

Attached are the following for your information and review:

1. Balance Sheet as of January 31, 2022.
2. Summary of reconciled cash balances on January 31, 2022.
3. Income Statement of Revenues and Expenditures for January 2022, including budget to actual and year-to-date balances.
4. Graphs for January 2022.
5. Fixed Asset Additions and Disposals Schedule FY22.
6. Monthly Disbursement Report.
7. 12-Month Cash Flow.

Key points:

- Total Revenue for January is \$859,751 which is \$20,968 over budget.
 - Tax Revenue for January is \$676,153 which is \$48,350 over budget.
 - Non-Tax Revenue for January is \$183,597 which is \$27,383 under budget.
 - Ambulance revenue is \$21,928 under budget
- Total Expenses for January are \$1,367,122 which is \$92,844 under budget.
 - Personnel is \$59,044 under budget
- YTD Revenue is \$14,151,175 which is \$964,097 over budget
 - Tax Revenue is \$11,699,205 which is \$325,602 over budget
 - Non-Tax Revenue is \$2,451,970 which is \$638,495 over budget
 - Ambulance revenue is \$427,528 over budget
 - Wildland revenue is \$76,537 over budget
 - Misc revenue is \$82,582 over budget, driven by prop 207 revenue
- YTD Expense is \$10,206,421 which is \$734,511 under budget
 - Personnel expense is \$617,384 under budget

Please contact the Finance Director for any questions or concerns regarding this report.

Sedona Fire District
Balance Sheet
As of January 31, 2022

02/09/22

Accrual Basis

	Jan 31, 22	Jan 31, 21	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
1010 · Capital Reserves Fund	3,488,606.49	3,480,854.02	7,752.47
1050 · Chase - Operating Account	277,393.71	480,499.99	-203,106.28
1060 · Chase - Payroll Account	222,051.90	837,051.13	-614,999.23
1070 · County General Fund	11,764,246.76	8,385,813.22	3,378,433.54
Total Checking/Savings	15,752,298.86	13,184,218.36	2,568,080.50
Accounts Receivable			
1200 · Accounts Receivable*	31,381.81	20,926.04	10,455.77
1202 · Ambulance Billings Receivable	748,838.74	338,845.58	409,993.16
1204 · ND Fire Billing Receivables	0.00	266,611.80	-266,611.80
1206 · Property Tax - Receivable	235,619.22	361,478.27	-125,859.05
Total Accounts Receivable	1,015,839.77	987,861.69	27,978.08
Other Current Assets			
12000 · Undeposited Funds	17,510.81	26,271.80	-8,760.99
1320 · Prepaid Expenses	49,853.79	101,255.65	-51,401.86
1900 · Suspense	-1,776.13	-9,963.00	8,186.87
Total Other Current Assets	65,588.47	117,564.45	-51,975.98
Total Current Assets	16,833,727.10	14,289,644.50	2,544,082.60
Fixed Assets			
1400 · Accumulated Depreciation	-13324750.48	-12527118.92	-797,631.56
1410 · Building and Other Improvements	9,173,168.86	8,949,198.30	223,970.56
1412 · Furniture and Equipment	6,043,211.71	5,903,746.14	139,465.57
1413 · Land	2,054,578.48	2,054,578.48	0.00
1414 · Vehicles	7,594,128.67	7,395,137.97	198,990.70
1450 · CIP	27,551.68	6,301.72	21,249.96
Total Fixed Assets	11,567,888.92	11,781,843.69	-213,954.77
Other Assets			
1500 · Defer Outflows of Rsrcs - ASRS	192,686.00	192,686.00	0.00
1510 · Defer Outflows of Rsrcs - PSPRS	7,773,500.00	7,773,500.00	0.00
1515 · Defer Outflows Rsrcs PSPRS Tr 3	86,045.00	86,045.00	0.00
1520 · Defer Outflows - PSPRS OPEB	65,347.00	65,347.00	0.00
1525 · Defer Outflows PSPRS OPEB Tr 3	560.00	560.00	0.00
1530 · Defer Outflows - ASRS OPEB	13,559.00	13,559.00	0.00
1540 · Risk Pool Capitalization	115,540.00	57,770.00	57,770.00
1815 · Net Pension Asset - PSPRS Tr 3	14,254.00	14,254.00	0.00
1825 · Net Pension Asset PSPRS OPEB	1,972.00	1,972.00	0.00
1830 · Net Pension Asset ASRS OPEB	2,592.00	2,592.00	0.00
Total Other Assets	8,266,055.00	8,208,285.00	57,770.00
TOTAL ASSETS	<u>36,667,671.02</u>	<u>34,279,773.19</u>	<u>2,387,897.83</u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
2000 · Accounts Payable	52,617.38	23,670.92	28,946.46
Total Accounts Payable	52,617.38	23,670.92	28,946.46

Sedona Fire District
Balance Sheet
As of January 31, 2022

02/09/22

Accrual Basis

	Jan 31, 22	Jan 31, 21	\$ Change
Credit Cards			
2001 · Bank of America Credit Card	0.00	2,191.79	-2,191.79
2002 · Wells Fargo Credit Card	-255.11	0.00	-255.11
2003 · National Bank of Arizona Credit	23,940.44	16,573.62	7,366.82
Total Credit Cards	23,685.33	18,765.41	4,919.92
Other Current Liabilities			
2010 · Accrued Employee Leave	1,552,680.45	1,482,660.67	70,019.78
2012 · Lease Purchase Liabilities	608.20	1,182.18	-573.98
2014 · Defer Inflows of Rsrcs - ASRS	326,006.00	326,006.00	0.00
2015 · Defer Inflows of Rsrcs - PSPRS	1,485,100.00	1,485,100.00	0.00
2016 · Deferred Revenue	0.00	48,894.44	-48,894.44
2017 · Federal PR Taxes Payable	-96.67	11,850.66	-11,947.33
2018 · HSA Deduction	2,429.19	20,356.40	-17,927.21
2019 · Insurance Premium Liabilities	106,915.46	97,887.64	9,027.82
2021 · Payroll Liabilities	4,469.40	10,251.25	-5,781.85
2022 · Retirement Payable	169,661.68	333,586.96	-163,925.28
2024 · Wage Garnishment	0.00	3,189.32	-3,189.32
2049 · Defer Inflows of Rsrcs PSPR...	439.00	439.00	0.00
2050 · Defer Inflows OPEB PSPRS	134,743.00	134,743.00	0.00
2051 · Defer Inflows OPEB ASRS	7,618.00	7,618.00	0.00
2054 · Defer Inflows PSPRS OPEB T...	373.00	373.00	0.00
Total Other Current Liabilities	3,790,946.71	3,964,138.52	-173,191.81
Total Current Liabilities	3,867,249.42	4,006,574.85	-139,325.43
Long Term Liabilities			
2052 · Net Pension Liab OPEB PSPRS	196,782.00	196,782.00	0.00
2053 · Net Pension Liab OPEB ASRS	6,058.00	6,058.00	0.00
2200 · NBAZ Station Loan	359,535.47	604,586.76	-245,051.29
2201 · Net Pension Liability - ASRS	1,331,431.00	1,331,431.00	0.00
2202 · Net Pension Liability - PSPRS	22,567,549.00	22,567,549.00	0.00
2203 · Stryker Financing Lease	7,409.76	37,832.26	-30,422.50
Total Long Term Liabilities	24,468,765.23	24,744,239.02	-275,473.79
Total Liabilities	28,336,014.65	28,750,813.87	-414,799.22
Equity			
3000 · Opening Balance Equity	5,149,965.20	5,149,965.20	0.00
3010 · Fund Balance	-2,425,281.46	-2,425,281.46	0.00
3200 · Unrestricted Net Assets	1,662,218.55	-29,583.50	1,691,802.05
Net Income	3,944,754.08	2,833,859.08	1,110,895.00
Total Equity	8,331,656.37	5,528,959.32	2,802,697.05
TOTAL LIABILITIES & EQUITY	36,667,671.02	34,279,773.19	2,387,897.83

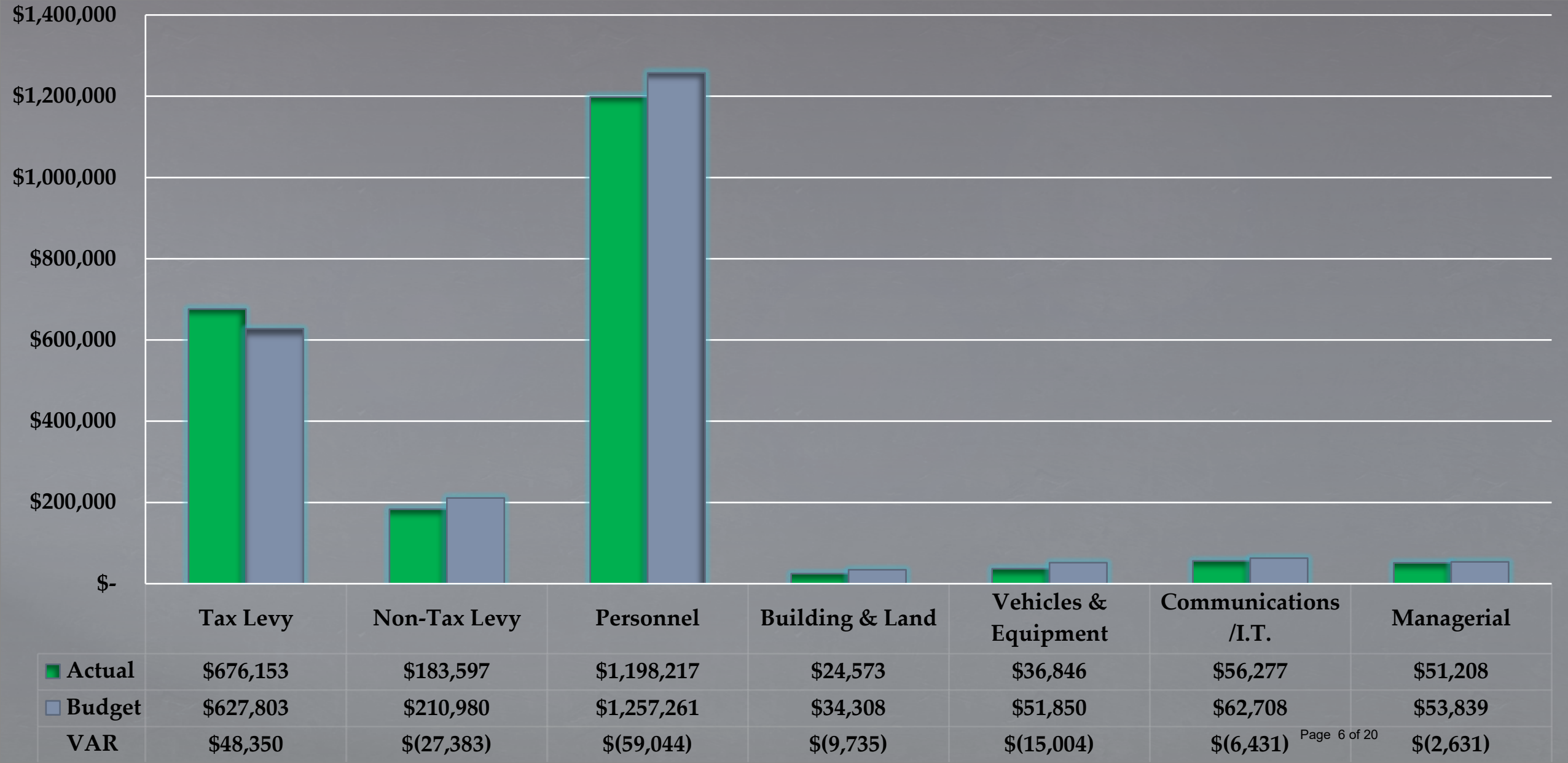
Sedona Fire District
Summary of Reconciled Cash Balances
 Period Ending 01/31/2022

	County General Fund	Capital Reserves	Chase Operating Account	Chase Payroll Account
	<u>1/31/2022</u>	<u>1/31/2022</u>	<u>1/31/2022</u>	<u>1/31/2022</u>
Beginning Balance	12,055,792.56	3,488,606.49	372,892.05	328,343.60
Cleared Transactions				
Checks and Payments	(1,567,442.26)	-	(376,063.28)	(1,156,291.70)
Deposits and Credits	1,162,546.75	-	280,564.94	1,050,000.00
Total Cleared Transactions	<u>(404,895.51)</u>	<u>-</u>	<u>(95,498.34)</u>	<u>(106,291.70)</u>
Cleared Balance	<u>11,650,897.05</u>	<u>3,488,606.49</u>	<u>277,393.71</u>	<u>222,051.90</u>
Uncleared Transactions				
Checks and Payments	(4,809.00)	-	-	
Deposits and Credits	118,158.71	-	-	
Total Uncleared Transactions	<u>113,349.71</u>	<u>-</u>	<u>-</u>	<u>-</u>
Register Balance as of 01/31/2022	<u>11,764,246.76</u>	<u>3,488,606.49</u>	<u>277,393.71</u>	<u>222,051.90</u>

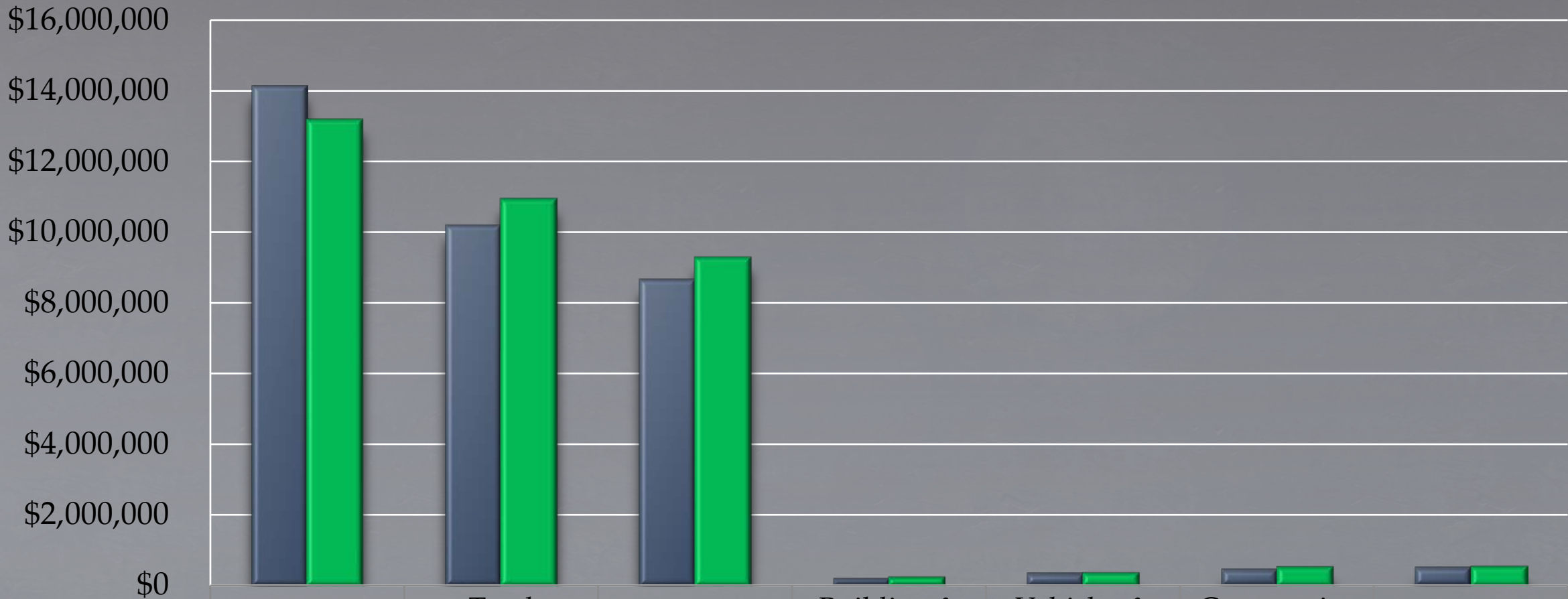
Sedona Fire District
Profit & Loss Budget Performance
January 2022

	Jan 22	Budget	\$ Over Budget	Jul '21 - Jan 22	YTD Budget	\$ Over Budget	Annual Budget
Income							
4001 · Tax Levy Revenue	676,153.31	627,803.00	48,350.31	11,699,205.17	11,373,603.00	325,602.17	16,679,184.00
4100 · Non-Tax Levy Revenue	183,597.49	210,980.00	-27,382.51	2,451,969.92	1,813,475.00	638,494.92	3,056,961.00
Total Income	859,750.80	838,783.00	20,967.80	14,151,175.09	13,187,078.00	964,097.09	19,736,145.00
Gross Profit	859,750.80	838,783.00	20,967.80	14,151,175.09	13,187,078.00	964,097.09	19,736,145.00
Expense							
5001 · Personnel Cost	1,198,217.10	1,257,261.00	-59,043.90	8,665,234.66	9,282,619.00	-617,384.34	15,395,007.00
6001 · Building & Land	24,573.48	34,308.00	-9,734.52	201,570.43	234,156.00	-32,585.57	405,700.00
6101 · Vehicles & Equipment	36,845.78	51,850.00	-15,004.22	356,668.23	355,651.00	1,017.23	614,946.00
6300 · Communications	56,277.37	62,708.00	-6,430.63	467,337.15	528,133.00	-60,795.85	841,663.00
6401 · Meetings, Travel & Training	6,954.92	16,460.00	-9,505.08	113,227.08	157,186.00	-43,958.92	253,894.00
7001 · Managerial Cost	43,334.65	35,213.00	8,121.65	394,907.64	365,954.00	28,953.64	575,337.00
8001 · Other Expense	918.91	2,166.00	-1,247.09	7,475.82	17,233.00	-9,757.18	26,571.14
Total Expense	1,367,122.21	1,459,966.00	-92,843.79	10,206,421.01	10,940,932.00	-734,510.99	18,113,118.14
Net Income	-507,371.41	-621,183.00	113,811.59	3,944,754.08	2,246,146.00	1,698,608.08	1,623,026.86

January 2022



Fiscal Year to Date Budget to Actual



Actual

Budget

Budget to Actual Var

\$14,151,175

\$13,187,078

964,097

Total Expenses

\$10,206,421

\$10,940,932

(734,511)

Personnel

\$8,665,235

\$9,282,619

(617,384)

Building & Land

\$201,570

\$234,156

(32,586)

Vehicles & Equipment

\$356,668

\$355,651

1,017

Communications/I.T.

\$467,337

\$528,133

(60,796)

Managerial

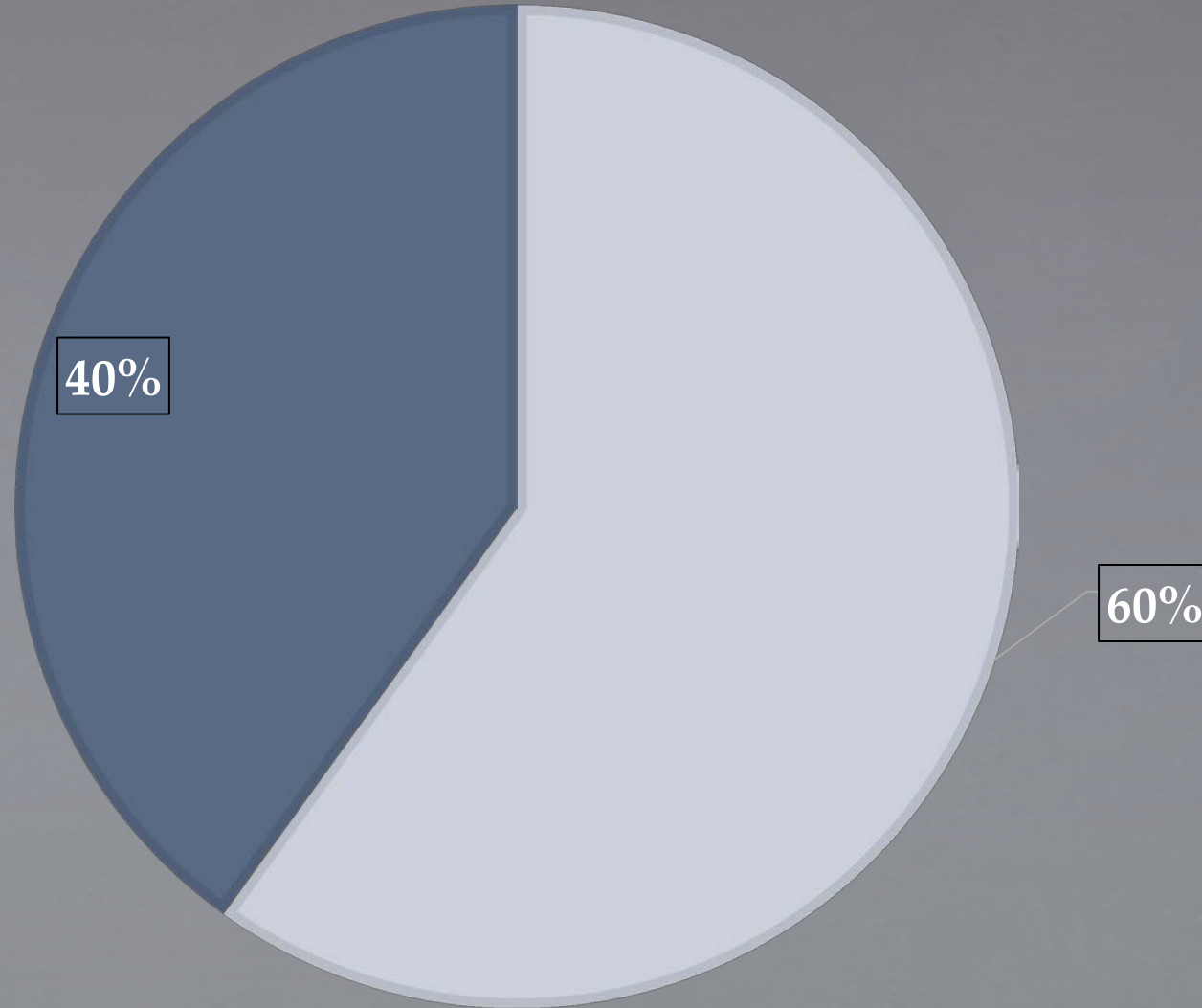
\$515,611

\$540,373

(24,762)

YEAR TO DATE EXPENSES AS PERCENTAGE OF BUDGET

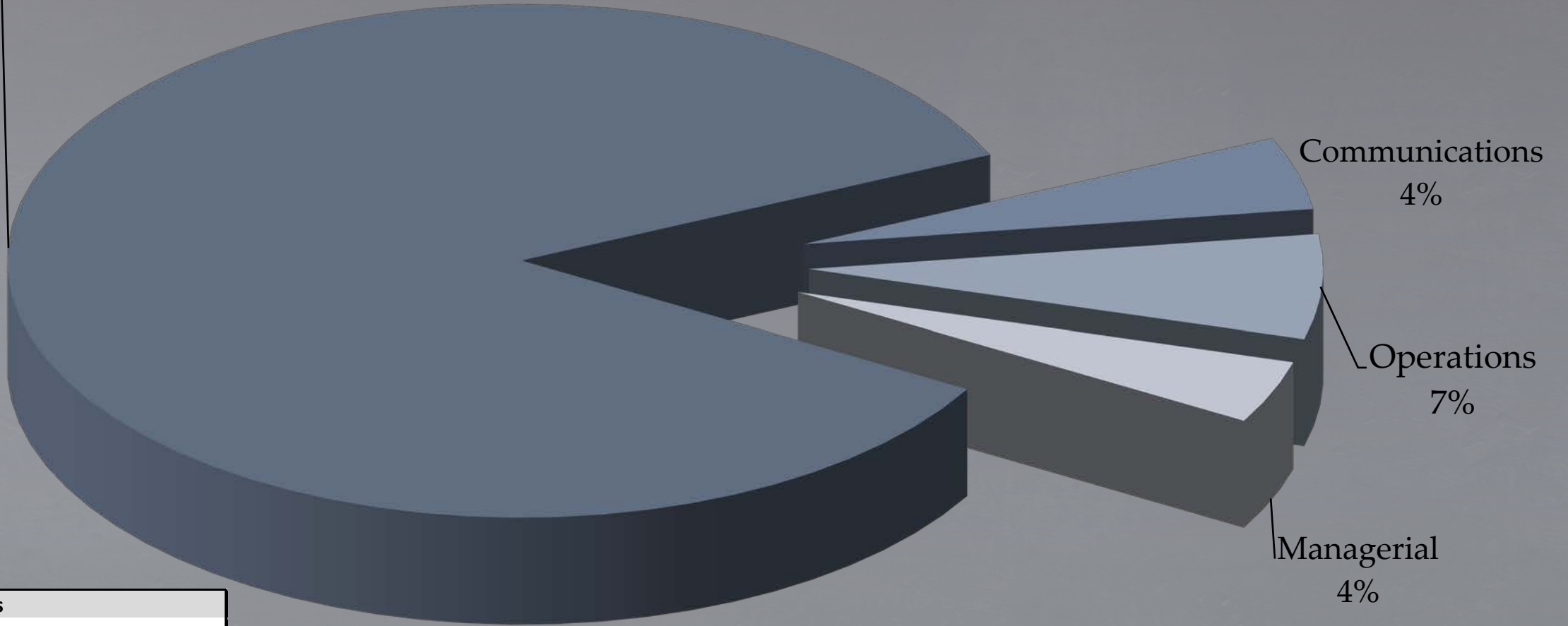
Actual YTD Budget Remaining



Percentage of Expenses Year to Date

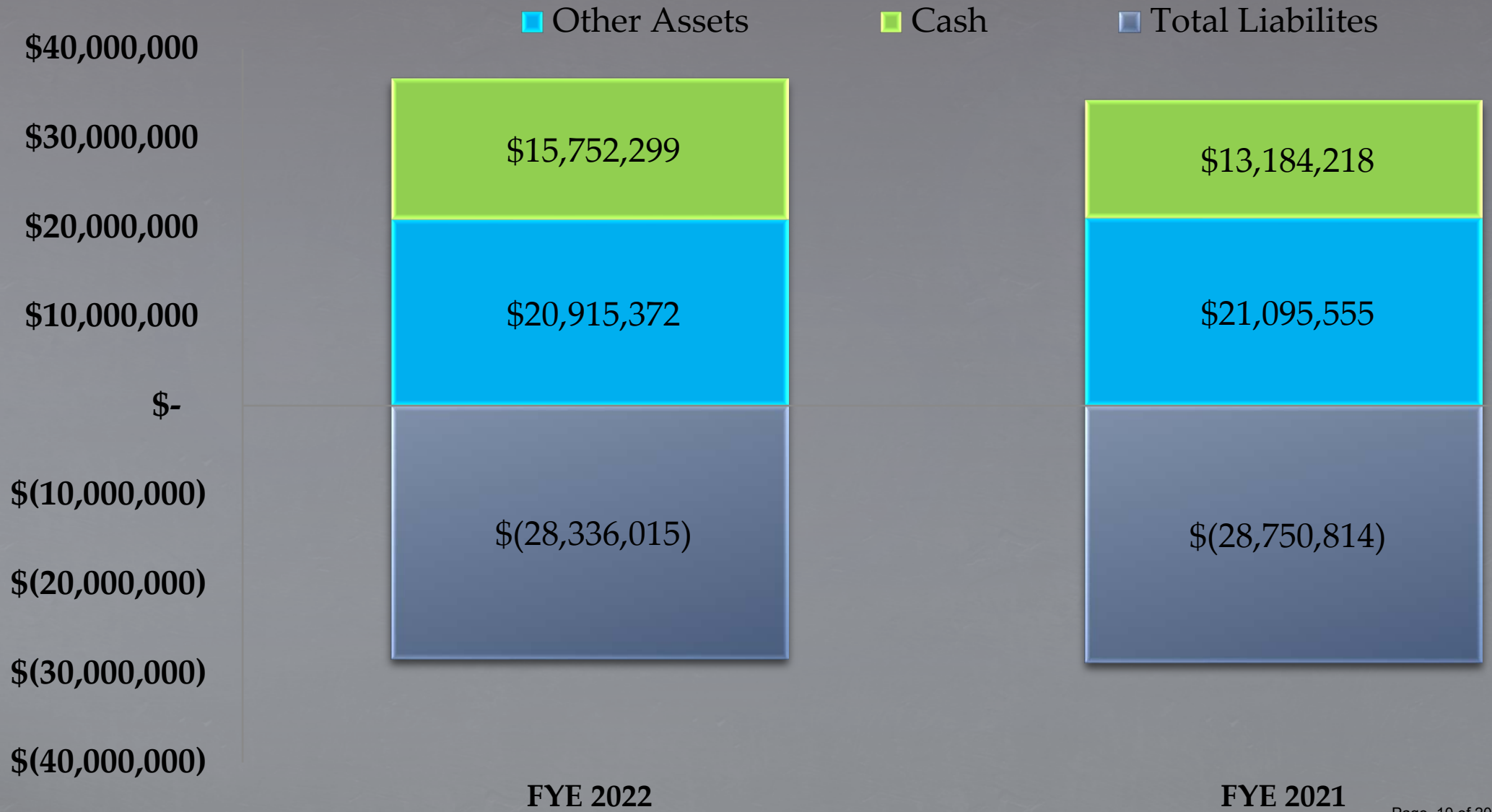
Personnel

85%



Function Expenses	
Salaries and Wages	81.21%
Operations	11.10%
Communications	2.27%
Managerial	5.42%

Cash Position









Sedona Fire District

Fiscal Year
Begins: Jul-21

Twelve-Month Cash Flow

Sedona Fire District

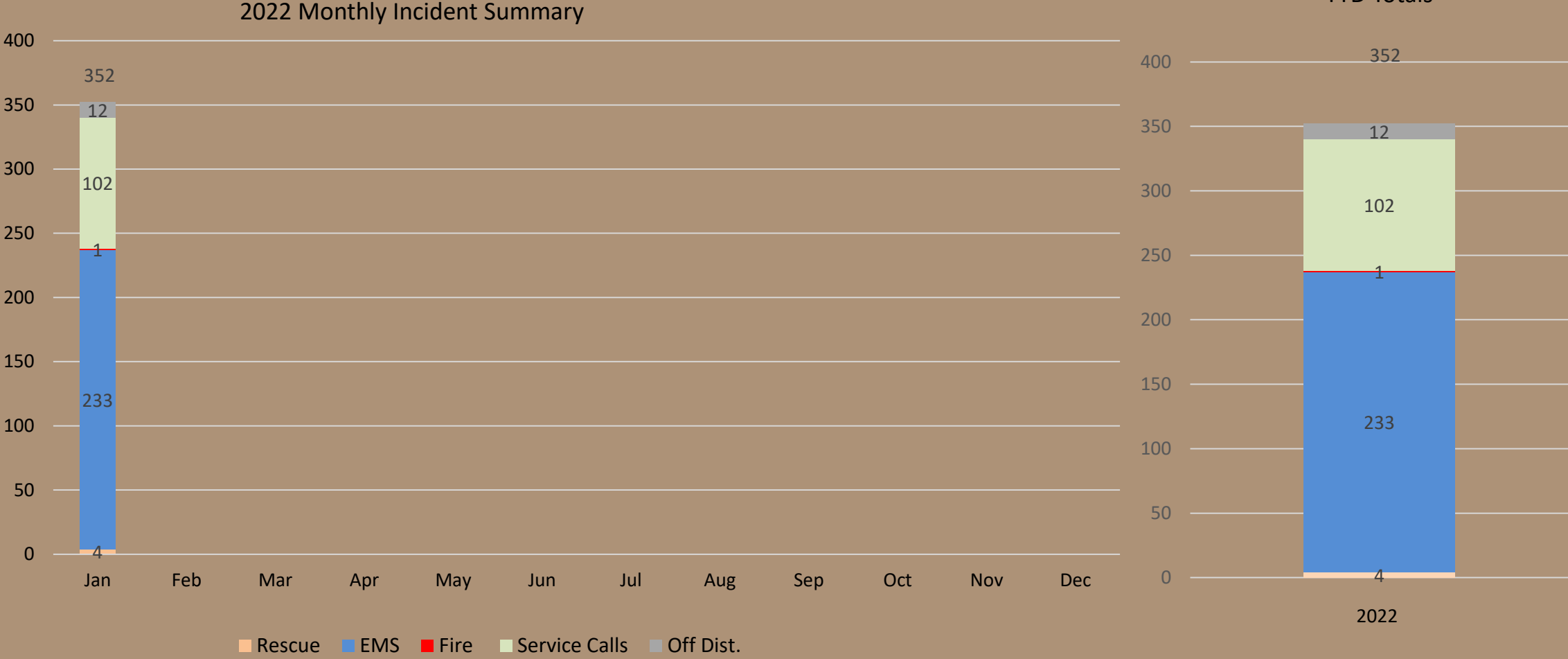
	Beginning	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Monthly Average	Overview
Cash Summary															
Cash on Hand (beginning of month)	12,652,592	12,652,592	11,058,368	10,041,875	9,064,055	14,418,564	15,988,295	16,340,318	15,752,299	15,038,730	14,459,502	15,992,603	15,855,424	13,888,552	
Cash Available (on hand + receipts, before cash out)	12,652,592	13,246,323	11,647,883	10,631,413	16,002,324	17,080,780	18,320,271	17,294,858	16,377,751	15,785,499	17,505,246	17,212,464	16,441,063	15,628,823	
Cash Position (end of month)	12,652,592	11,058,368	10,041,875	9,064,055	14,418,564	15,988,183	16,340,318	15,752,299	15,038,730	14,459,502	15,992,603	15,855,424	14,803,578	14,067,792	
Cash Receipts															
Tax Levy Revenue		89,721	13,409	228,236	6,411,932	2,356,007	1,923,746	676,153	414,472	535,789	2,771,907	946,024	311,787	1,389,932	
Non-Tax Levy Revenue		504,010	576,105	361,301	526,337	306,209	408,230	278,387	210,980	210,980	273,837	273,837	273,852	350,339	
Line of Credit		0	0	0	0	0	0	0	0	0	0	0	0	0	
Total Cash Receipts		593,731	589,515	589,537	6,938,269	2,662,216	2,331,977	954,540	625,452	746,769	3,045,744	1,219,861	585,639	1,740,271	
Cash Paid Out															
Disbursements		2,187,955	1,606,007	1,567,357	1,583,760	1,092,597	1,979,953	1,542,559	1,339,021	1,325,997	1,512,643	1,357,040	1,637,485	1,561,031	
Capital Budget		0	0	0	0	0	0	0	0	0	0	0	0	0	
Repayment of LOC		0	0	0	0	0	0	0	0	0	0	0	0	0	
Total Cash Paid Out		2,187,955	1,606,007	1,567,357	1,583,760	1,092,597	1,979,953	1,542,559	1,339,021	1,325,997	1,512,643	1,357,040	1,637,485	1,561,031	
		(Actual)	(Actual)	(Actual)	(Actual)	(Actual)	(Actual)	(Actual)	(Budget)	(Budget)	(Budget)	(Budget)	(Budget)	(Budget)	

Sedona Fire District Fire Chief's Report

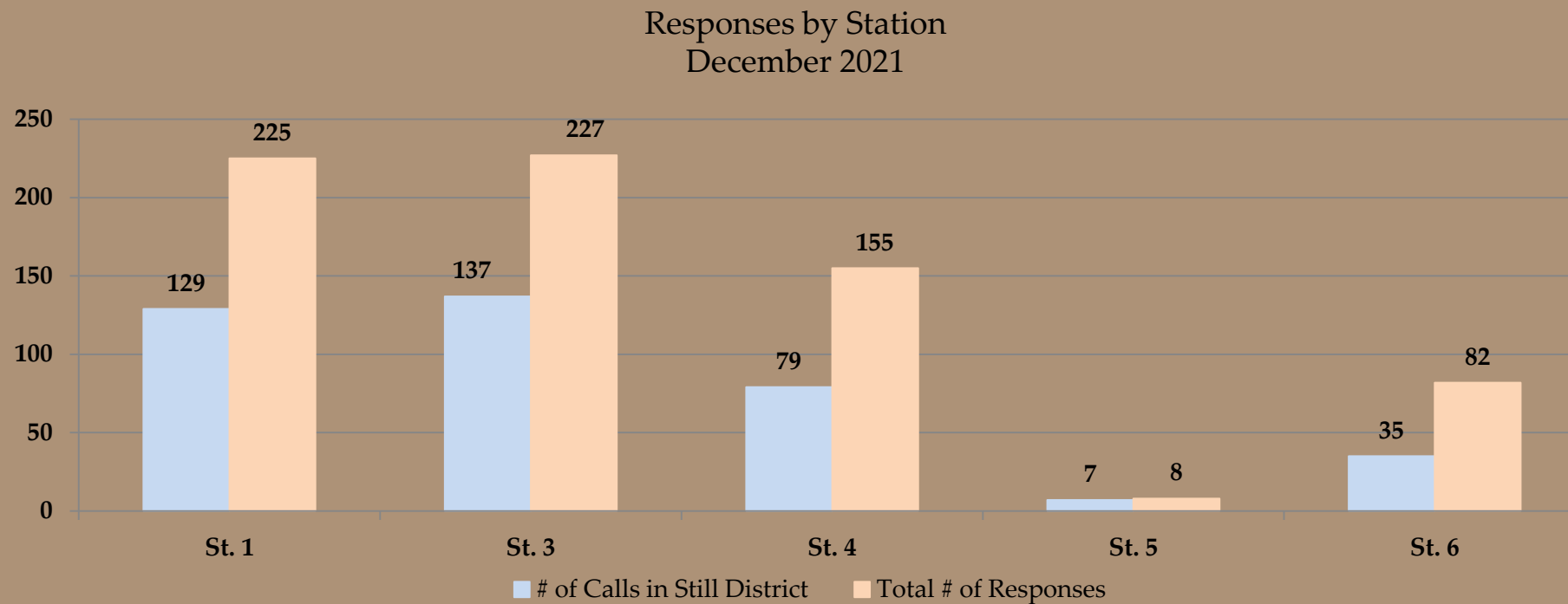
Presented to the Board
February 15, 2022.



The Incident Summary provides an overview of the number of calls for each month and the type of incidents. A Year to Date comparison to the prior year is provided to view how SFD's calls are trending from the year prior.



The chart shows the total number of calls received in each station's response area compared to the total number of calls to which each station's crews responded. Station crews not only respond to their own area, but when needed, to other areas of the fire district.



◆ News and Events

- ◆ Committee Meetings – Cancer Prevention and Mental Health
- ◆ RunSedona!
- ◆ Chief Executive Officer Training - AFCA

◆ Staffing Updates

- ◆ Recruitment and New Hire Updates

◆ Upcoming

- ◆ Planning for Annual Awards and SFD vs SPD Picnic
- ◆ St. Patrick's Day Parade

◆ Mental Health Moment

- ◆ February is Heart Health Month

◆ Questions / Comments



Administration

Director of Administrative Services

Heidi Robinson

- ◇ COVID 19
- ◇ Significant Incidents
- ◇ Wildland Seasonal Outlook
- ◇ GIS Updates
- ◇ Telecom Updates
- ◇ Questions / Comments



Operations

Assistant Chief

Jayson Coil



SYCAMORE CANYON

17

89

179

Sedona

SFD Incident Responses 2021



Less Calls

More Calls



City of Sedona



Sedona Fire District



EMS Response Area



**EMS
Calls**

**MVA/
UTV
Calls**

**TRT
Rescue
Calls**

- ◇ CRR Activities – January 2022
- ◇ Code Consultations - 9
- ◇ Inspections – 97
 - ◇ Fire & Life Safety Systems – 24
 - ◇ Occupancy – 12
 - ◇ Special Events - 0
 - ◇ Engine Company – 41
- ◇ Plan Reviews – 43
- ◇ Firewise® Home Assessments – 2
- ◇ Fire Investigations – 0
- ◇ The Compliance Engine
 - ◇ 67 System Reports
- ◇ Notable Events
 - ◇ Received the iPlans Electronic Plan Review Table
 - ◇ Verde Valley Burn Permits website launched January 1
- ◇ Fire Marshal Safety Message
 - ◇ Open Burning and Permits
- ◇ Questions / Comments

Verde Valley Burn Permits

[Burn Permit](#) [Start/Stop Burn](#) [Apply for a Burn Permit](#) [Dis](#)

and Medical District:

Burning is permitted 0800-1200 Me

partment:

Burning is permitted 0800-1500 Me

ent:

Contact Jerome Fire Department at 928-649

Burning is not permitted [More I](#)

trict:

Burning is permitted 0800-1500 Me

[Start/Stop Burn](#)

[Apply For a Burn Perm](#)

Community Risk Reduction

me to the Verde Valley/Sedona Burn

Division Chief

Website!

Dori Booth

◆ EMS Activities and Updates

◆ Fleet Activities and Updates

◆ Training Report

◆ Fire Credit Training Hours

◆ ISO hours 1103

◆ EMS Credit Training Hours

◆ EMS 259 hours

◆ Other

◆ Other 52 hours

◆ Total Training Hours – 1414

◆ Mark Feeney completed Peer Fitness Trainer reports.

◆ Several members completed CPR, ACLS, and PALS Class as part of EMT Continuing Education

◆ Josh Combs and Mark Feeney completed FEMA National Fire Academy Incident Safety Officer Class

◆ SFD Technical Rescue Team (TRT) has instructed the TRT Drills

◆ Greg Eberline completed G300 Intermediate Incident Command System and G400 Advanced Incident Command System

◆ Questions / Comments



Operational Support

(formerly EMS, Fleet, & Training)

Division Chief

Ed Mezulis

- ◇ **Strategic Plan**
- ◇ **Station 4 Construction**
- ◇ **Purchase Orders (\$10,000 - \$50,000)**
 - ◇ **Merit Technology**
 - ◇ \$10,000 IT Support by, by project
 - ◇ \$ 9,000 IT Support, by project
 - ◇ \$ 6,000 IT Support, by project
- ◇ **Public Outreach and Communication**
 - ◇ **Social Media**
 - ◇ 143 New Page Followers (13,755)
 - ◇ 24,500 Post Reach
 - ◇ 7,200 Engagement
 - ◇ **Most Engagement**
 - ◇ Jan. 20, UTV Rollover– 14.7k reached
 - ◇ Feb. 3, 2:00 a.m. Fire – 10k reached
- ◇ **Correspondence / Thank you letters**
- ◇ **Donations**
- ◇ **Questions / Comments**



Fire Chief Items

Fire Chief

Jon Trautwein