

# **Portal Rescue Incorporated Board Meeting**

## **June 20, 2007**

### **1.0 Meeting was called to order at: 7:02 pm**

Present were:

Maya Decker, President   Dennis McAvoy, Fire Chief

Rick Beno, Vice-President   David Johnson

Jackie Lewis, Secretary Pro tem   Jim Algots

Roberta Ward, Treasurer   Ken Joens

Jeff Gee, EMS Chief   Absent: Tony Godfrey, Secretary

**2.0 Adoption of Agenda:** Ken motioned, Dennis seconded – agenda adopted without changes

**3.0 Acceptance/Correction of Minutes for May 16, 2007:** Accepted with corrections – “Jim” Algots and Walter “Schoepfle”.

### **4.0 Report**

4.1 President: Maya Decker

4.1.1 Maya attended the Cochise County EMS Council in Sierra Vista on May 30, 2007. She felt it was beneficial because she met so many “key players” in the area of EMS. Portal Rescue received 100% of the EMS Council grant that was applied for and will be receiving the EMS equipment requested.

4.1.2 Portal Rescue has received an anonymous donation with the stipulation that it be used toward another “ambulance” or emergency rescue vehicle that can navigate difficult terrain. The \$18,580 was placed in Portal Rescue’s money market fund. Dennis made the motion to accept the donation with the proviso that the money goes only to an “ambulance” or emergency rescue vehicle. Rick seconded. Motion passed unanimously.

### **4.2 Vice-Pres: Rick Beno**

Rick demonstrated how the computerized locator book will work. GPS positioning is needed for each community home. When Dispatch gets a call they will click on the family name for location and a form to fill out with the chief complain. The document, which can be printed out and emailed to the EMTs, will have directions and any available medical history. The

EMTs will be listed in order of who is closest to the location in case phone calls are necessary to get enough EMTs to the scene.

#### **4.3 Treasurer's Report: Roberta Ward & Maya Decker**

Roberta is regrettably resigning from the Portal Rescue Board as member and Treasurer. She has been meticulous in keeping records on her computer, and we thanked her for her hard work on our behalf these past three months.

Current budget status through May '07 presented by Maya Decker: We have only received 35% of our necessary budget revenues. State Fire Service income so far is only 12% of the \$18,000 anticipated by our annual budget. It is not likely that we will be able to earn the other 88% in the short fire season left before the monsoons begin. The remaining new building expenses are coming out of the general fund budget. We expect to receive another reimbursement from the fire truck grant. The budget income and expenses will need to be reexamined by the Board in the near future for the remainder of the 2007 budget year. Spending will need to be kept to the basic necessities.

#### **4.4 EMS Chief: Jeff Gee**

There were two calls today and several in the last week. Jeff is very happy with the new EMT service on calls.

We hope to have 10 EMTs attend the Southern Arizona Trauma conference in Tucson in September for the high standard of training they can experience there.

#### **Ambulance Status**

The ambulance is starting properly. The air-conditioning unit needs to be recharged. There is a small leak that cannot be fixed.

#### **4.4 Fire Chief: Dennis McAvoy**

4.4.1 Five members attended the meeting 6/16/2007 for Tender 1 orientation.

4.4.2 Portal Rescue Fire has assisted at two fires, one at mile post 401 on Hwy. 80 and the other in Cave Creek Canyon.

4.4.3 Several donation checks were received. Paperwork will be filled out for a doubled matching donation and sent in to the participating company.

4.4.3 Jeff motioned and Dennis seconded to send a \$100 donation check to the Charleston, S.C. firefighters family fund. The motion passed unanimously.

#### **4.5 2007 Fundraising: Fran Zweifel and Gerry Hernbrode**

4.5.1 The 3<sup>rd</sup> Annual Pie Festival will be held on Saturday, September 8<sup>th</sup> at the Rodeo Community Center.

4.5.2 The 2<sup>nd</sup> Annual Food & Wine Pairing will be held on Friday, October 5<sup>th</sup>. Time and place to be announced. Reservation are required and tickets will be \$75 per person.

4.5.3 Gerry researched costs for reprinting the Portal Rescue Cookbook. The best cost is for \$5.61 per book on a 100 count order. We pay shipping. We will continue to sell the cookbooks for \$15 each. Dennis motioned and Ken seconded that we commit to having the cookbooks reprinted. The motion passed unanimously.

## **5.0 Old Business**

### **5.1 Placement of donated bell**

The location for placement of the bell donated by Jim McClendon was verified. A motion was made, seconded, and passed unanimously to place it at the top of the driveway, between the two mesquites at the south side of the parking area, just west of the propane tank. The mesquites may be pruned to form small trees to frame the bell.

### **5.2 Second reading and discussion of Guidelines for Travel Reimbursement**

Items under consideration and discussion were:

- Paying actual state rates vs. \$60 per night per diem
- Meals actual amounts up to \$8 per meal or \$24 per day
- Actual gas receipts vs. cents per mile
- Does the meeting or training have prior authorization as Portal Rescue business?
- No reimbursement for
  - Alcoholic beverages
  - Additional room charges for entertainment or mini bar
  - Telephone charges
  - Laundry

A new draft will be attached to the copy of minutes for the Board Members to review.

The final discussion and vote for policy acceptance will be conducted at our July 18<sup>th</sup> meeting.

## **5.0 Old Business continued**

### **5.3 Dedication of New Building**

The dedication of the New Building will be held on Sunday, November 18<sup>th</sup>. Barbara Miller is the Dedication Committee Chair. Please contact her to find out how you can help. Her letter to the community is attached.

## **6.0 New Business – None**

## **7.0 Addenda – None**

### **7.1**

---

**8.0 For the Good of the Order:** Board action to fill the vacancy created by Roberta Ward's resignation as Board member and Treasurer will be taken during the July 18<sup>th</sup> meeting. Roberta and Maya will work together in the interim to cover the Treasurer's duties.

**9.0** This meeting was adjourned at 9.39 p.m. by President Maya Decker  
These minutes are respectfully submitted by Jackie Lewis, Secretary Pro tem

### To the Community.

You all remember the movies where there was a barn raising and all the people came for miles to spend the day working on this one individual's barn. The women provided all the wonderful food and the men raised the barn. Well, we had a barn raising here. It didn't happen in one day but it happened because so many individuals in this fantastic community came together to work on our Portal Rescue garage. And it is almost done. At a Board Meeting in April the board and the community members present voted unanimously to celebrate and dedicate our building. The Nov. date of Sunday the 18<sup>th</sup> will give the winter people the opportunity to be a part of this. It will be potluck meal followed by a celebration. The greater community will be invited and encouraged to come to this gathering. We will be inviting our TMC partner and the president of Cochise College, who was instrumental in getting the EMT class to happen. These are just two of a number of special guests who will be invited. We will be honoring our EMTs and Firefighters and builders and Board members. We want to make a real deal of this to show what a block buster of a community we have. There will be lots of good food, entertainment and of course the official dedication. Plus, even a dance at the end. The potluck dinner will begin at 1:00 pm. Committees are already working to make this very special. So dig out your best recipes and put the date on your calendar. Need more information? Contact Barbara Miller at: [barbamiller@vtc.net](mailto:barbamiller@vtc.net)