

Portal Rescue Incorporated Board Meeting

December 19, 2007

1.0 Meeting was called to order at: 6:01 pm

Present were: Maya Decker, President

Rick Beno, Vice-President

Shela DeLong: Treasurer

David Johnson, Secretary

EMT Chief: Jeff Gee,

Dennis McAvoy: Fire Chief

Jim Algots

Ken Joens

Roberta Ward

2.0 Adoption of Agenda

2.1 added to the agenda. "Voice broadcasting" presented by David Newton.

Motion to adopt the agenda made by Rick, seconded by Jim. Adopted.

2.1 David Newton presented to the Board a proposal to adopt a voice broadcasting system to help dispatch calls to EMT's and Firefighters.

- This system would provide a secure dispatching system for EMT and fire calls.
- Non-profit organization costs include free setup and \$35.00 per month charge plus .15 cents per call.
- With Portal Rescue's emergency call levels, this would cost approximately \$620 per year.

No action taken at this time.

3.0 Acceptance of minutes for November 20, 2007

- Maya made note that she will make copies of appendices of meeting minutes available for any community member.
- That 5.1 Old Business, Engine 2, was not addressed at that meeting; waiting for bills to come in.
- David added 2007 Budget Observations (draft 1) to minutes.

Minutes accepted as amended.

4.0 Reports

4.1 Maya Decker- President

- Insurance bill is due February 1. She would like help with this insurance proposal. With the new building, and 2 new trucks, our insurance expenses may be as high as \$10,000.00

- Dates of the Soup Kitchen are February 11, 12, and 13.
- Dennis volunteered to help with the insurance team. Dennis also stated that BFIS is the only company that insures departments like ours. The broker that we use is Clifton in Douglas.
- Jeff Gee would also like to help with the insurance proposal.

4.2 Shela DeLong- Treasurer Appendix A, B, and C

Chase checking balance is \$15,598.89

Edward Jones Rainy-Day Fund has \$24,501.24 with \$15,000.00 in the Muma restricted interest-only fund

- Information on Engine 2. Repairs are expected to take four weeks before it is returned to Sierra Vista. Cost is not known at this time. Estimate of \$10,000 is still possible.
- Shela suggested that we move the Muma fund to a Certificate of Deposit from the money market it is now in.
- Rick questioned a deposit of \$7,000.00 that was transferred from the checking account to the Edward Jones account. The money was repaid following its use during a cash-flow shortfall when the 2007 insurance bill was due in February '07.

Shela stated that we have 3 major bills coming due:

- Insurance bill of approximately \$9000.00 to \$10000.00. We hope it's not higher.
- Engine 2 repairs of approximately \$8000.00 after the \$1747.00 already paid
- Reimbursement to the brush crew with repayment from the grant several months later. Shela would like to propose that a Board vote be required on all grants before they are submitted.

There was much discussion on this point, to be brought up in Dennis's report later in meeting.

4.3 Jeff Gee- EMS Chief

- Jeff thanked Walter Schoepfle for all of his time and work compiling the 2007 summary of EMS calls. This summary will be included with the Portal Rescue newsletter.
- Jeff has a community member who will print the rescue vehicles lettering at no charge, if we supply the material.
- A thank you to Rick Beno for installing the radio in the new rescue vehicle.
- Dennis is modifying the new rescue vehicle so that a new oxygen bottle can be fitted.
- Rescue 4 can now be put in service and can now be used for emergency calls.
- Jeff is arranging to have the EMT refresher course taught here; this should save some money on training for 2008.

Maya has the proof of insurance for Rescue 4 and the 1989 International.

4.4 Dennis McAvoy- Fire Chief

- Twenty-one Firefighters attended the monthly meeting on December 15, 2007.

- Discussion included strategies for fighting a fire in Cave Creek presented by Chief Tomberlin
- Update of Fire Fuels Reduction Plan
- Concerns about Dispatch operations
- Vehicle checks
- Dennis went to Sierra Vista to check on the repair status of Engine 2. The engine should be complete by the end of January.
- All parts have been received for Brush 5. Work on Brush 5 and Engine 8 will start when weather permits.
- Brakes were found to be inoperative on Tender 7 during a vehicle check. Lance has been requested to do the repairs.
- Dennis is requesting investigating using radios for dispatch when the store is closed. With permission from the Board, he will contact Action Communications.
- A VFA grant will be available in January; Dennis will ask the Board's approval to submit the grant application.

Discussion/action on Board's decision on grant submission.

Maya feels that we are committing ourselves to a type of training, and the expense before the budget is resolved.

Ken made a motion to have Dennis submit the VFA grant application for \$6000.00. Dennis seconded the motion

There was more discussion of the type and purpose of training and funding.

Maya brings the Board back to discussion of the motion.

Con: Maya would speak against the motion; we should table the decision until the budget is finalized.

Pro: Dennis stated the grant must be submitted before the budget will be finalized.

Pro: Training is important to keep our first responders confident. Jeff feels that it is better to get training and equipment for half price.

Pro: Dennis says we can always turn funds down if not needed.

Pro: Jeff restated the community survey said that we need more EMT's, more Firefighters, and more training.

Con: Rick thinks like Maya that we should hold the decision until the budget is adopted. Rick does question the training at fire schools and conferences. He feels that attendees can bring information back and teach this information to the rest of the Firefighters and EMT's. Rick also believes we should not risk firefighters to fight fires outside our area.

Pro: Dennis replied that most of our firefighting is done in our community area. Portal Rescue mostly provides water in a safe environment. He also commented that we don't go out of state.

- Maya suggested we get back on track. That the community already said they want more firefighters, more EMT's and more training. It is up to us to decide what training is necessary. We are committed to training, but not to the point of bankruptcy.
- Walter Schoepfle shared with the Board his positive experience at Arizona Fire School. He also expressed the need for continuing professional training.
- Jeff expressed the fact that training is so necessary because our Firefighters do not get a lot of on the job training on fires.
- Rick thinks we need local training for our own situation in the Portal area.
- Maya asked about the prescribed burn in the Peloncillo Mountains as training.
- Discussion of the motion was tabled until after the budget is adopted or the end of this meeting.

5.0 Old Business

5.1 Board review of 2007 budget to build budget for 2008 (projected on screen)

Rick presented a version of the 2008 budget. **Appendix D** After discussion it was decided to accept this template. Next we have to put a reasonable figure into each column.

- This new budget template adds an accounts receivable column.
- Rick felt that we should place the net (after firefighters are paid) of any income from state for our help in fires into the Rainy-day account until a two-year cushion is realized.
- Maya is concerned about shifting greater dependence in our budget of revenue from the state for fire support than from donations and fundraising.
- The Board is involved with discussing setting amounts into each revenue column.
- The Board made a decision to reconvene January 7, 1 PM. to finish the Budget.

5.2 How to pay for Engine 2

The board decided to table this again, until the bills are received.

Action: Jeff makes a motion that Dennis should apply for the VFA grant. This grant is for \$2000.00 for Arizona State Firefighting School training, \$2000.00 for personal protection equipment (PPE), and \$2000.00 for Wildlands Fire training. Seconded by Rick, voted on by the Board. Unanimous **for**.

6.0 New Business

6.1 Portal Rescue mission statement.

It was agreed that the Purpose stated in the Portal Rescue by-laws reflected our mission:

PURPOSE: The purpose of this organization is to provide fire protection and emergency medical services to residents of the Portal/Paradise (Arizona) and Rodeo (New Mexico) area, and to transients in that area.

8.0 For the Good of the Order

9.0 Adjournment

Motion to adjourn the meeting by Jim, seconded by Roberta at 8:20 PM.