

**Portal Rescue Board of Directors
Minutes
9/17/08**

1.0 Come to Order: 6:03 p.m.

2.0 Adoption of Agenda: The board adopted the agenda as presented.

3.0 Acceptance of Minutes: The board accepted the minutes with the following change: the last sentence of Section 4.2.1 would be amended to reflect that the Vehicle Operations Budget will show the amount remaining from the \$5,000 donation made in 2007 (i.e., would reflect what has already been spent), not the entire \$5,000.00.

4.0 Reports

4.1 President's Report – Maya Decker

4.1.1 Praise for EMT Services: Decker summarized two letters Portal Rescue (PR) had received in the last month applauding the efficiency and professionalism of Portal Rescue's EMTs on recent calls. She noted that, in the past month, PR had received \$1,500.00 in donations from people the EMS had assisted.

4.1.2 Regarding the October, 2008 Board Meeting, Decker reported that three, and perhaps four board members would be absent for the October PR Board Meeting. Secretary Bender made a motion to cancel the October meeting; Fire Chief Tomberlin seconded the motion. The board voted to cancel the October meeting.

4.2 Treasurer's Report – Sheila DeLong

DeLong referred the Board to the printed summary of the Treasurer's Report (attached).

4.3 Fire Chief's Report – Barney Tomberlin & Tony Godfrey

4.3.1 Cochise County Fire Chiefs' Meeting: Training Chief Tony Godfrey reported information learned at the Cochise County fire

chiefs' meeting in Bisbee, which he and Assistant Fire Chief Mitch Webster attended on DATE. All the emergency medical helicopters that serve Cochise County now have global positioning systems (GPS), which will facilitate the response of the nearest helicopter to an emergency site. Other announcements at the chiefs' meeting: Tom Warfield, Assistant Fire Management Officer with the Arizona State Forestry Division, is retiring; and Cochise County emergency responders need to be aware that the Johnson Mine north of I-10 near Benson is reopening, and will be using a sulphuric acid leach process.

4.3.2 State Fire School: Godfrey also reported on information he gained at the Arizona State Fire School, which he and some other PR firefighters attended earlier in the month. At the seminar, "Rural Volunteer Fire Department Management," Godfrey gathered information on approximately 30 sources of grant funding that PR has never applied to. Godfrey also learned from VFIS Insurance Company, PR's insurance agency, that the agency has a lot of training materials it will provide volunteer departments for free. Godfrey ordered training videos on driving emergency vehicles and on blood-borne pathogens.

4.3.3 Arizona Wildfire Academy: Godfrey pointed out that PR has \$4,000 in grant funds for training purposes that the organization hadn't spent to send firefighters to state fire school. He recommended that PR enroll as many firefighters as possible in the Arizona Wildfire Academy, to be held next March. Tomberlin added that we need to spend the training money by Dec. 31, 2008, and that a list of academy classes needs to be publicly posted and otherwise made available so firefighters can begin planning.

4.4 EMS Chief's Report – Assistant EMS Chief Rick Beno for Chief Jeff Gee

4.4.1 Recent Calls: Beno reported that PR EMS recently received three calls in one, 24-hour period, two of which were only nine minutes apart. He said everything went very smoothly, and that "the team came together well." Two PR firefighters assisted on the second call, he added.

4.4.2 Upcoming Training: Tucson Medical Center staff are scheduled to be in Portal Sept. 24 to provide a free, four-hour CE training to EMTs.

4.5 Dispatch Representative's Report – Misty Webster

4.5.1 Recent Calls: Webster said the spate of EMT calls reported by Beno represented the first time the current group of dispatchers had handled two calls at the same time. She noted the benefit of having two ambulances now.

4.5.2 Donations from Portal Store Boxes: Between Feb. 16 and Sept. 17, 2008, the PR donation box on the counter at the Portal Store collected \$400.00.

4.6 Volunteer Recognition Luncheon – Maya Decker

Decker reminded the board that PR's First Annual Volunteer Recognition Luncheon would be held Sept. 27 at noon at the PR Building.

5.0 Old Business: No old business.

6.0 New Business:

6.1 The Use of the \$5,000 Donation and Other Earmarked Donations: Earlier in the meeting, after the discussion of amending the August minutes to accurately reflect the budget itemization of the \$5,000.00 donation made in 2007, Board Member David Johnson raised the question of whether that donation had been made to pay for renovation of two trucks or three. Decker reviewed the history of communications about this donation, noting discrepancies between what the initial letter from the donors said – i.e., Tender X and Brush Truck Y – and what then Fire Chief McAvoy reported in the Nov. 20, 2007 meeting after the donation was accepted – i.e., Tender X, Brush Truck Y, and Engine Z. Subsequent communications, including a thank-you letter from Portal Rescue and another letter written by the donors at Portal Rescue's request to clarify the situation have created further confusion. Decker said she took "full responsibility for not having a discussion with and vote from the board about accepting a [donation] with provisos attached."

Board and audience members then discussed how the funds had been used to date. Decker noted that Portal Rescue has only one checking account

from which to pay operating expenses, and that bills submitted for work on various vehicles often don't specify the vehicle, thus making it difficult to track the expenditures.

After a lengthy discussion, audience member Helen Snyder noted that acceptance and use of "earmarked" donations has been a recurring problem in the organization. She suggested that the board establish a policy for accepting or refusing earmarked donations. The board agreed to develop a policy to put to vote.

7.0 Addenda: No addenda.

8.0 For the Good of the Order:

8.1 The Portal/Rodeo Phonebook: Decker reported that the Portal/Rodeo Phonebook, created earlier this year and sold to benefit Portal Rescue had earned \$2,771.00 as of Sept. 17. And update to the residential pages would be out in the next two months.

8.2 Community Wildfire Protection Plan: Snyder reported to the board that in order to receive further grant money for brush removal (i.e., the Fire Fuels Reduction grant), PR is required to develop a Community Wildfire Protection Plan. Snyder said a committee would be needed with representatives from various sectors within Portal Rescue's coverage area – i.e., Paradise, the Sulphur

Canyon area – to develop such a plan. She offered to lead the committee.

9.0 Adjournment: The meeting adjourned at 7:12 p.m.