

Portal Rescue, Inc. – Board Meeting – 19 August, 2009

1.0 Call to Order

The meeting was called to order at 6:08 pm by President Bill Wilbur. Attending were six of the eight current Board members (Rick Beno, Dinah Davidson, Jeff Gee, Jackie Lewis, David Newton, and Bill Wilbur) and two community members (Maya Decker and Barbara Miller). Portal resident Kristine Stone also attended in anticipation of her nomination and election as a new board member representing the community.

2.0 Adoption of Agenda

The agenda was adopted with no changes (Rick moved, Dinah seconded, and vote was unanimous).

3.0 Acceptance/Correction of Minutes

3.1 Minutes of June (2009) meeting

At the July meeting, the Board inadvertently failed to vote on acceptance of June minutes as intended after the discussion under section 5.1 in July minutes. The vote on those minutes (absent any attached letter) was positive and unanimous on a motion of acceptance (Rick moved, Jackie seconded).

3.2 Minutes of July (2009) meeting

A note will be added to these minutes to correct the procedure that the Board must use in considering letters as part of meeting agendas. As required by Arizona's Open Meeting Law, inclusion of any letter for reading by a board member at an open meeting necessitates that the letter be made available to board members not fewer than 24 hrs in advance of the meeting. The President shall approve requests for addition of letters to the agenda if no more than one board member votes against inclusion. If the letter is not supplied to board members as required, or if two or more board members oppose inclusion, the determination with regard to inclusion must be referred to an executive session for a vote. Any board member registering opposition to inclusion of a letter that the Board as a whole chooses to add to a meeting agenda receives legal protection from any negative consequences that may arise from consideration of a letter in an open meeting, so long as dissent by those board members is registered in minutes of the meeting. Letters not approved for inclusion on the agenda may only be released under subpoena.

With this correction (and correction of a minor spelling error), Jackie moved that the July minutes be approved. Dave seconded the motion, which was approved unanimously.

4.0 Reports

4.1 President's report (Bill Wilbur)

Bill Wilbur noted that he had received some 'soothing' comments from community members regarding organizational matters.

He also announced that the November Cochise County Emergency Services meeting is scheduled for the same date as our November board meeting (which could be cancelled if we should choose to do so, since only quarterly board meetings are required). A morning EMS Chiefs meeting will be followed by a luncheon and a Fire Chiefs' meeting in the afternoon, and personnel from the Sheriff's office will also attend. The Portal community will be responsible for a luncheon for an estimated 60-65 attendees. Because of the distance that folks must travel, and due to proximity to the Thanksgiving holiday, we have traditionally provided a Thanksgiving feast. Nothing was decided about how that feast should be organized.

Finally, Bill expressed appreciation to those PR volunteers who recently worked on Engine 2

4.2 Treasurer's report (Rick Beno)

Rick reported on an active budgetary month. We were paid \$16,000+ for the Skeleton fire and received a few donations, as well as partial payment from an '08 RFA grant. We are currently in the red on fire equipment and supplies and should therefore be cautious about ordering more; future grant applications should also anticipate these costs. The 'miscellaneous' category is also in the red

until Jeff notifies Rick about Walmart's donation so that Rick can move that donation to the appropriate category. Rick transferred the money market funds, currently invested with Edward Jones, to another money market fund at the same firm in order to get 20 times our current interest (though still a very small interest rate). PR CDs are starting to pay out. Rick recommended and asked permission to transfer \$15K to a 36-month CD; this would then count as part of the Rainy Day Fund. Such CDs present no risk because, if we need the money, we can take it out while losing just future interest rather than interest already paid. Furthermore, if interest rates increase from their current value (2.35%), we can remove funds with little penalty and invest them in another CD at the higher rate.

Subsequent discussion focused on how much money should be moved into a 36-month CD. We could invest \$25,000 in a CD, keeping \$12,000 in liquid accounts for future expenditures. Maya observed that we need just approximately \$3,000 more for budgeted annual expenditures. The upcoming pie festival is expected to generate about that, and more fire compensation and community donations will be coming in. Dave indicated that we should receive another \$1,000 from two past fires, as well as \$15,000 from grants in the next 60 days. Rick proposed (and Dinah seconded) a motion to transfer \$25,000 in cash from the liquid checking account's Rainy Day Fund to an Edward Jones CD; the motion passed unanimously.

Rick noted that EMS donations are down since we went to dispatch from the 911 number; we've gotten none, versus an anticipated \$1500. There was speculation that community members may not be associating PR as directly with emergency medical care as when calls went to the 2222 number. Our 2007 990 tax documents have been submitted, and 2008 taxes will be submitted shortly. We will be penalized up to \$3,600 for submitting 2007 taxes late, and we can only request waiver of this penalty after receiving the bill. Based on board turnover and other administrative turmoil, we hope to receive a total waiver, or at least a reduction in the \$20/day penalty. Larry Moss will continue to process our taxes on a *pro bono* basis.

Vicki at Edward Jones wants to book our classroom here sometime in October (probably a weekday evening). No fee is required, since the meeting will be open to the community, but Edward Jones may make a donation based on any profits.

4.3 EMS report (Jeff Gee)

Jeff distributed some of the RCO keys he had had duplicated. (Bill will give Jeff a complete list of RCOs.) He then reported on the Southern Arizona Regional Trauma Conference attended by five of our EMTs. The 2-day conference provided 12 of the 24 training hours required each year for active EMTs. Attendees could choose among three simultaneous 50-min sessions during each time interval. PR has had no EMT calls this month. Hidalgo county ambulances were in Rodeo twice, but our help was not solicited. Call volume has been much reduced since we went to the 911 dispatch system. Among possible explanations: (1) Douglas and Lordsburg are responding immediately and don't call us first any more; (2) we are no longer getting 'marginal' calls, because people hesitate longer before calling 911; (3) people could be afraid of dropped calls or time delays. Whatever the reason, we should continue to insure that PR is serving the community well. Patient critical care has likely been upgraded on the new dispatch system, since there is just a 1-2 min lag time in PR alerts, and because EMTs no longer have to call dispatch. Moreover, faster mobilization of ambulances from Douglas and Lordsburg brings paramedics sooner. In many cases, transfers from our ambulance to those with paramedics are no longer needed.

4.4 Fire Chief (David Newton)

The July 14th Whitetail Canyon fire is expected to gross \$700 for PR. Another Skeleton Canyon fire in July burned 30 acres, but just three PR volunteers showed up. (In the absence of more PR people, the USFS helped out, and a Douglas prisoner crew took over.) There are as yet no August fires to report.

A joint training exercise was held for Portal and Rodeo volunteers, and copies of standard operating guidelines were distributed. Three PR fire-fighters will attend State school next month in Mesa. We have finished spending funds from our RFA and VFA grants, and expenses have been submitted for reimbursement, expected in 30-90 days. As part of this submission, Dave needs to write a 'success story'.

We recently received notification of an \$1,800, 50:50 VFA award. In March, Walter took charge of the application for these funds, as well as for a 90:10 grant, the outcome of which is not yet settled. Spending requirements for the 50:50 grant funds are flexible, and we are responsible for \$900 of total expenses.

5.0 Old Business

5.1 County road work

Cheri is not here to report on this matter, but the work at the entrance to PR headquarters has been done, and without anyone asking David for water in exchange for work.

5.2. PR website

Bill reported that Karen was out of town last week but is back now. To access specific parts of the site, we need to establish passwords. Bill will see Karen about this and the form in which documents must be saved in order to be integrated into the site. Rick suggested saving copies of relevant files in HTML format.

Barbara Miller sought board approval (which was given) for starting work on two aspects of the website: (1) advertising options, and (2) a new online 'phone book'. Dinah worried that some folks (e.g., part-time residents) may have unlisted numbers and wish not to be included in the online 'book'. To get around this problem, we can either provide an 'opt-out' option or get Portal area numbers (only) from VTC, which would automatically not list the unlisted numbers. Rick suggested that phone book pages be entered as images to prevent scavenging of numbers by spammers. Barb will start working on this with our permission.

6.0 New Business

6.1 Election of a new board member to represent the community

Hearty thanks go to Jeanne Williams for recruiting a willing and able volunteer, Kristine Stone, nominated tonight by Barbara Miller. A summary of her background before and since her move to Portal appears at the end of these minutes. Dinah's motion to elect Kristine was seconded by Jackie and approved unanimously. Welcome Kristine, and thanks for your willingness to serve!

6.2 Election of a new Vice-President

With Bill Wilbur taking over as President, the Board needs a new Vice-President. This matter was to have been considered in Executive Session tonight, but for lack of time at this meeting, this session was postponed and the decision tabled without objection.

6.3 Review of *per diem* expense limitations

Jeff requested reimbursement for an overage in expenditures for attendance by five PR EMTs at the SATNET conference. Apparently, some members feel that our reimbursement rates are inadequate. Jeff argued that: (1) the Board had, at the July meeting, approved expenditure of \$100 per room per night (the Marriott's discounted room rate was \$96), (2) some individuals did not want to share rooms, (3) the PR group met and talked together over a \$10 hotel buffet breakfast, (4) those breakfasts and overages for a fancier-than-usual group dinner at the Olive Garden were useful for team-building and networking, (5) expenses for drinks, desserts and Kim's dinner were omitted from the request for reimbursement, and (6) attendees car-pooled to the conference. Opposing arguments by board members focused on: (1) the expectation that individuals should share rooms (double-occupancy) or cover the cost difference, (3) the observation that buffet dinners are often covered in registration fees, (4) the intention just to supplement funds that individuals would normally be expending for meals at home, (5) the expectation that overages can be deducted against taxes,

and (6) the suggestion that, if reimbursements really are inadequate, per diem allowances should be raised, rather than having to consider exceptions, and thus, to essentially have no regulation to guide expenditures. Although arguing that volunteers should be treated generously, in comparison to paid staff (like board members may have been in their professional lives), Jeff did not wish to solicit increased reimbursement rates overall.

Bill moved that Jeff be compensated for the \$144.48 overage in question, and Dave seconded the motion. With Jeff recused from voting (and Kristine participating in her first vote), a tie vote ensued, and the motion failed. Jeff will pay the overage from pocket.

Early in this discussion, Rick asked for a change in wording of reimbursement procedures, so that PR would reimburse receipts for "up to" threshold amounts, rather than \$30 per day, whether or not this amount was spent. The Board never considered this request in the form of a motion.

8.0 For the Good of the Order

It was announced that the Portal-Rodeo Pie Festival will be held at the Rodeo Community Center on 5 September, from 11-1 AZ time (12-2:00 pm NM time). Prices will be \$2/slice or \$12/pie, \$0.50 per drink, and \$1.00 for ice cream.

9.0 Adjournment

Dinah moved to adjourn, and Jackie seconded the motion. The vote was unanimous, and the meeting adjourned at 8:29 pm.

Addendum: brief bio of new board member Kristine Johnson Stone

Kristine has been a Registered Nurse for 35 years, With husband Larry, she moved to Portal 3 ½ years ago to support son Shane Burchfield and Brandie after the birth of Zane. They came here from Ohio, where Kristine had managed a Total Joint Practice, and volunteered with The Interfaith Hospitality Network, Reconciling Ministries, and the Parish Nurse Program. Here in Portal, they embrace the spirit of the community and are committed to giving back wherever and whenever they can.

The Stones had previously vacationed in Portal at Sally Spofford's and lived at the Mullen's Cottage during their first year in residence. Subsequently, they have managed Quailway Cottage for Terry Morgan and Karen Walz, and they recently purchased David Utterback's cabin on Herb Martyr Road. Kristine now works for the Department of Corrections in Douglas and manages Gila yard, with 1,000 minimum security inmates. She offers the community her experience in healing, her respect for others, and her compassionate listening.