

## **Portal Rescue Inc., Board Meeting: Minutes, July 21, 2010**

### **1.0 Call to Order**

Pres. Bill Wilbur called the meeting to order at 6:02 pm. All board members except Kristine Stone (see below) were in attendance. Community members present included: Frances Grill, Gerry Hernbrode, Doug and JoAnn Julian, Barbara Miller, Bob Morse,

Bonnie Sites, O'Leary Squier, Kathleen Talbot, Loren Weaver, and Jeanne Williams,

### **2.0 Adoption of Agenda**

The revised meeting agenda (see below), was adopted unanimously (Dinah moved, Susanne seconded).

### **3.0 Acceptance/Correction of Minutes for**

Minutes of the May, 19 meeting were accepted after correction of a typo (Rick moved, Jackie seconded, vote unanimous).

### **4.0 Reports**

#### **4.1. President (Bill Wilbur)**

The AZ Dept. of Corporations has asked us to update information on identities of board members, and Bill did so.

Work on the new Brush 6 should be done by mid-August.

PR Vice-Pres. Kristine Stone emailed that, faced with worker cut-offs, the state Dept. of Corrections has instituted a new furlough system that will result in her missing six meetings by next March. Kris has therefore offered to resign, but Bill will

inquire as to whether a change in our meeting day would permit her to attend monthly meetings.

Leaks in classroom roof/ceiling are spreading, so we must get to work repairing the roof.

#### **4.2 Treasurer (Rick Beno)**

During the past two months, our accounts have experienced just normal deposits and expenses.

The RCO office is now almost complete, and the few remaining funds might be sufficient to purchase a needed paper shredder.

To date, we've received just over \$10,000 in donations for the year. The new phone book has been the greatest generator of funds over the past two months (thanks Barbara and Susanne!). No income has yet been received from the Horseshoe fire (but

see below). Some training expenses are coming up, though tuitions are already paid. The 3<sup>rd</sup> insurance installment has been paid. Including the untouchable Muma funds, PR funds total \$89,628, with \$27,301 liquid in checking.

#### **4.3 EMS (Jackie Lewis)**

No EMS calls have occurred since 5/29/10.

Four members attended the July 17 training session, and four were absent.

Rescue 3 is leaking power steering fluid, and Rescue 4 had a diesel line leak. Lance Shultis has repaired Rescue 4 and ordered necessary parts for Rescue 3.

Supplies were ordered to replace expired meds and AED pads. Another small order will go in this week.

Two large oxygen tanks need to go to Douglas before August 1 for exchange. Smaller tanks can be exchanged for hydro-testing at approximately \$15 each, plus cost of oxygen and a delivery fee – both standard with every exchange.

Three PR EMTs will attend SATNET on August 12-13.

Susanne will attend the Quality Assurance Officers meeting on August 11.

Events during the Horseshoe Fire brought up some cautions. If, e.g., an IV is inserted in a patient by IV-certified USFS (or BP) personnel, we cannot accept / transport the patient because we are not IV-certified, and the patient would be in the

situation of being handed off to a lower level of care.

#### **4.4 Fire Chief (David Newton)**

The grant periods of our 2009 RFA and VFA grants have been extended, but no more funds have been spent or submitted. We continue to await word as to whether similar grants will be available for 2010 and should know in 2-3 months.

For help during the Horseshoe fire, David thanks Karen Fasimpaur (for postings on the PR website), several of the RCOs for responding quickly to a request to contact residents by phone, and Susanne Dyal, Alicia Davidson, and Debbie Anbinder, for work updating contact list.

Based on gross revenues of \$14,291, we expect to net \$9,385 from the Horseshoe fire. This leaves us substantially below the \$ 20,000 in estimated fire revenues for the year.

#### **5.0 Old Business**

##### **5.1 Update on brochure (Bill Wilbur)**

This coming Friday, Kerri Esten will give us a quote and a production time line for the brochures. Board members deemed Jackie's suggestion of 1,000 pieces an appropriate number. Approximately 560-600 will be mailed, and 'leftovers'

will go to other purposes. Jackie will email suitable images and Bill will transfer these to Kerri with other brochure information.

##### **5.2 Update on phone book (Barbara Miller)**

A deadline of 31 July has been set for advertisements. Another three weeks will be needed for publication.

##### **5.3 Progress on donation drive (JoAnn Julian)**

All 40 letters are ready to go to out-of-area business people (in Douglas, etc.), and these and all local business letters have been personalized. The Donations Committee recommends waiting until September to mail these letters, so as to displace a

bit temporally from requests for ads in the new phone book. Thanks to Jackie, with input from Helen, a list of registered voters, and VTC data, the list of resident addresses has been updated and merged with the previous newsletter list. Some entries

have just names and phone numbers, and calls will be made to determine mailing addresses. JoAnn passed around lists of the projected time lines for all mailings, emailings, calls, etc. She also noted that VTC asks that we request a specific level of

donation, tied to a specific item, and that any donation from VTC would be a one-time event. Thus, PR needs to think carefully about what we wish to request.

##### **5.4 Changes to classroom cleaning assistance (Bill Wilbur)**

O'Leary Squier has emailed PR, stating that she will no longer take charge of organizing classroom cleaning. It has been increasingly difficult to get volunteers for this job, though several area residents have recently stepped forward with cash

contributions to fund a month or more of cleaning by Sheila Clark. While we should continue to encourage such contributions, we need to resolve this issue on a more permanent basis. Susanne moved that the Board approve payment of \$30 a month for two

hours of cleaning by Sheila Clark. Maria Stamer might be a back-up cleaner if Sheila is unavailable, and JoAnn Julian will still have a crew clean up after the soup kitchen. Cheri seconded Susanne's motion, and the Board voted unanimously in favor

of this as a 6-month trial solution to the problem.

#### **6.0 New Business**

##### **6.1. Location for community health clinic**

The Board considered a request that the NE corner of the PR classroom be modified for use as a health clinic run from the Northern Cochise Community Hospital. Alternatives, including the teacherage (too expensive to modify), have not proven feasible.

Understandably, the Hospital wants to determine whether the clinic succeeds before investing substantially in, e.g., a stand-alone facility. The clinic would require an ADA accessible waiting room and private exam room, and it must have access to water,

heat, and air-conditioning. The Board denied the request, noting that the entirety of the classroom is needed annually for the Soup Kitchen as well as periodically for other events. The new RCO office would be too small.

Board members suggested that Francis look at the NE corner of the vehicle bay in the classroom building. That area is currently used to store weight equipment and tools, which can be moved to the other building. Francis will bring hospital personnel

back to determine whether this promising area can be suitably modified. The Board must review drawings of the proposed building changes before any decision can be made.

Francis will operate a clinic in San Simon on Tuesday mornings, and she will be available for “medically justified” house calls on Tuesday afternoons.

Rick brought up the matter of how clinic patients requiring higher levels of treatment would be transported to Willcox. PR cannot transport patients without Francis remaining with them, because accepting them in Francis’ absence would represent

(illegal) transfer of patients to a lower level of care.

### **6.2 Form committee to write CWPP**

A brief discussion focused on requirements (summarized by Jackie) for communities to earn the Firewise designation, and on whether an attempt to become Firewise should precede or coincide with writing of the CWPP (Community Wildfire Protection Plan)

needed to apply for grant support. This discussion was suspended after Rick noted that both efforts had to be initiated by the community and not PR. JoAnn Julian volunteered to organize an initial meeting of people who had volunteered to contribute to these efforts.

### **6.3 Specific donation request to VTC**

After a brief discussion of a power gurney, new narrow-band capable radios, and a wood chipper, the matter was tabled for later evaluation and discussion.

### **6.4 AZ Dept. of Revenue request**

In their review of contractors for the Equipment Bay, the Dept. of Revenue found that it lacks information on contractors paid for this work. It is possible that all work was donated, and that no checks were written to anyone, but we need to provide

documentation needed to determine whether any owed taxes were not paid. It was recommended that Bill talk with Rene Blondeau and Bob Dearing.

## **7.0 Addenda**

### **7.1 August calendar**

Barbara reviewed the classroom calendar, especially calling attention to political candidate events scheduled for August and displacing one of the weekly EMT sessions to an alternate location.

### **7.2 Department of Corrections request to use garage bay**

David Newton brought to the Board’s attention Flip Elliott’s request that the Douglas Dept. of Corrections crew, working with AZ State Forestry, have permission to sleep in the garage bay for a week, starting on 23 July. The men will be

working daily to reduce erosion by covering recently installed fire lines with cut brush, and tenting in the monsoon season would be unpleasant. (David noted that Flip generously went to bat for PR to get our Tender 1 involved in the Horseshoe Fire.) The

Board unanimously approved a motion (made by Susanne, seconded by Cheri) to permit the crew to sleep in the bay. However, approval was based on the requirement that the crew bring its own porta-potty.

**8.0 For the Good of the Order** (not called)

**9.0 Adjournment**

Pres. Bill Wilbur adjourned the meeting at 7:50 pm.