

**Portal Rescue Incorporated Board Meeting  
October 19, 2011**

**1.0 Call to Order:** President Jackie Lewis called the meeting to order at 6:40 pm. All Board members were present. **2.0 Adoption of Agenda** Susanne moved to accept the agenda with no changes or additions. Dinah seconded. Motion carried unanimously. **3.0 Acceptance/Correction of Minutes of August 17, 2011** David Johnson moved that the minutes be accepted. Susanne seconded and the motion carried unanimously. **4.0 Reports**

**4.1 President: Jackie Lewis**

The EMT class began Saturday, October 15<sup>th</sup> with 10 students. It looks like a great team! A huge "thank you" to each of the students for helping make this class happen. Your donation of time and commitment show a strong link to your community. Thank you also to the many community members who are showing support by sponsoring a student, baking goodies and providing verbal support to the students!

**4.2 Treasurer's Report: Bill Wilbur**

An EMT Tuition column has been added to the financial report to remind us that this will be a reimbursement expense in 2012. The CPR class was paid for by another sponsor, because student sponsorships were covered.

Income through October 15<sup>th</sup> is \$43,738.91, or \$6,761 below budget projection. Our expenses of \$72,334.80 are over budget but include approximately \$33,000 payout to firefighters. Remove the payout and we are well within the budget for 2011. (Fire pay for the Horseshoe Two Fire came in on Thursday, October 16<sup>th</sup>.) About \$8-9K coming back from grants may be received before end of year. Radios expense was listed in the wrong category (fire equipment) and was moved from there to radio operations.

Balance sheet: The Muma Fund CD matures Oct 22<sup>nd</sup> and must be rolled back into the account then. Plans to cash the Rainy Day Fund 1 were scrapped when the check for fire pay came in. Current cash assets include \$63,568 in Edward Jones CDs and \$18,626 in checking. Total cash assets are. \$82,244  
Workman's Comp: Bill received an audit informing us that our people earned \$86,000 last year and that the insurer wanted a \$1,100 "past due" payment. They decided that all volunteers should be listed as being paid \$400/month (their minimum amount), even though we are a volunteer department and firefighters are paid only when they are working on a billable fire. Bill was also told that claims cannot be made for workman's comp if fire fighters aren't paid. Clifton Insurance Company says we must have a workman's comp policy. When Bill called Diana Rodriguez at Clifton he was told that the policy that would have paid a claim was cancelled by PR in February 2011, but she could not tell us who cancelled. (The Board has no knowledge of this cancellation.) If this policy is in place when a claim to Workman's Comp is rejected, we would then submit the claim to Clifton Insurance and they would pay.

**4.3 Fire Chief: David Newton**

1. Red Brush 9 returned from its pump repair in Glendale and is working well. Keith Klassen gave us a great all day training on the foam system on October 17<sup>th</sup>. The repair to the foam equipment was \$3,939. Total training cost was \$782 for 10 firefighters. The utility of foam is that it places persistent water where it can cool and the reduction of surface tension for better penetration into carbon fuels.
2. The department's yearly NIMSCAST survey was completed in September. This Incident Management System self assessment is required for participation in federal grants.
3. David purchased 7 new handheld radios on our RFA 90/10 grant for \$6,799.
4. David purchased foam and nozzles on our VFA 50/50 grant for \$2,013. He has requested reimbursement.
5. The replacement water tank for Brush 9 is complete and will soon be shipped. Cost \$3,383.

6. We received a letter from the State Forester addressed to all departments. It apologizes for the delay in payment for the summer fires and implies that we'll be paid within 45 days. Two reasons were given for the delay 1) lack of a continuing resolution funding the USFS and 2) FEMA spent all their money on hurricane Irene.

7. Transfer of Tender 8 to Huachuca City FD is complete.

8. Shane Burchfield presented a fire prevention talk to K-2<sup>nd</sup> grade students in Animas on October 18<sup>th</sup>.

#### **4.4 EMS Chief: Jackie Lewis**

1. At the September meeting we checked equipment and relocated items from Rescue 3 to Rescue 4.

2. There was one call since last meeting. 3 EMTs were able to respond, 1 EMT assisted with radio control, and one RCO came to the station. A generous donation was made to the EMS fund.

3. Current EMTs will be assisting at the EMT class each weekend and during a weeknight study session.

4. Continuing education will be held in Douglas on Tuesday, November 16<sup>th</sup> from 10am – 3pm.

#### **5.0 Old Business:**

##### **5.1 Portal Rescue Member Introduction Poster or Photo Wall**

Reed would like to promote community involvement in PR by introducing Portal Rescue members with a photo and a little information about the member. We would like to ask all current Firefighters and EMTs, RCOs, EMT students and current Board members to submit a photo that can be placed on the bulletin board at the Post Office. Please include why you are a Portal Rescue member and how long you have been a member. Jackie will email everybody and Reed will laminate the photo/bio.

#### **6.0 New Business – None 7.0 Addenda – None 8.0 For the Good of the Order**

##### **8.1 Donation Drive Update**

As of 4:30 this afternoon \$19,841.75 have been donated.. More donations are still coming in. Thank you, everyone, for contributing to the 2<sup>nd</sup> Annual Donation Drive.

##### **8.2 Lunch for Chief's Meeting November 16:**

Since Chris is taking the EMT class, Jackie will be coordinating the luncheon this year. We need volunteers to help set up, decorate, cook, serve, clean and restore the classroom to order. If you can help with any of the listed tasks please call Jackie at 558-2287 before she starts calling you. Active members are invited to attend.

**9.0 Adjournment:** Dinah moved to close the meeting at 7:35 pm. Susanne seconded, and the motion carried unanimously.