

**MINUTES**  
**PORTAL RESCUE INC., BOARD MEETING**  
**Wednesday December 18th, 2013, 6.30 p.m.**  
**Portal Rescue Classroom**

**1.0 Call to Order**

President Jerry Racicot called the meeting to order at 6:34 p.m.. Seven board members and two active members were present.

**2.0 Adoption of Agenda**

The published agenda was adopted, with the addition of items 5.1 and 8.2. Motion proposed by Jackie Lewis, seconded by Bill Wilbur and carried unanimously.

**3.0 Acceptance/Correction of Minutes**

Rick Beno, seconded by Reed Peters, moved to accept the minutes of the September 21st meeting with amendment of item 7.2 by deletion of the words "retired, or " in line 1. Motion carried unanimously.

**4.0 Reports:**

**4.1 President: Jerry Racicot**

Jerry thanked all Fire, EMS and SAR personnel for their excellent job in responding throughout the year. He was struck by their efficiency in the difficult task of rescuing a subject who fell off a boulder. Jerry also thanked Dinah Davidson, Lee Dyal and Walter Schoepfle for their service.

**4.2 Treasurer: Rick Beno**

Rick reviewed income and expenses up to December 2013. He noted that the donation drive was very successful.

Revenue: This year, \$2,600 has come from grants, \$33,837 has been donated, \$7,234 has come from fundraising efforts, \$16,236.2 from fire income, \$125.98 from misc.. Interest income now totals \$850 approximately, and rent \$525 Revenue to date totals \$46,644.47.

Expenses: Expenses to date include \$930.11 for office supplies, \$2,114.78 for EMS supplies, \$3,973.38 for EMS training, \$5,785.37 for EMS equipment, \$5,735.92, for fire supplies, \$1,444.97 for fire training, \$550 for fire pay from the Enterprise fire, \$3,802.17 for vehicle operations, \$1,079.76 for radio operations, \$8,474 for insurance, \$1,569.51 for structure maintenance, \$110 for dues, \$1,212.59 for fund-raising expenses, \$2,377.71 for utilities, \$698.25 for the Rainy Day account (transfer of funds to Credit Union?), and \$641.20 for miscellaneous expenses. Expenses total \$40,499.72.

Summary of Assets: Currently, our investments total \$126,032.71 and we have \$40,740.43 in checking. Including petty cash and earned interest, assets total \$167,203.

**4.3 Fire Chief: David Newton**

"Since Sept 21st,

Operations: We had one false alarm fire and one reported fire that could not be located. There were SAR incidents on Sept 22 [2 wayward hikers], Dec 2 [fallen climber], Dec 9 [walkaway]. Fine teamwork was exhibited during these incidents.

Training: Two fire trainings were held, one of which was well attended. A SAR training was held with poor attendance, but was nonetheless useful.

Maintenance: A battery on Brush 5 and the recoil starter on Brush 9's pump were replaced. The garage heating system is offline due to a leaking circulating pump.

Countywide Community Wildfire Protection Plan: Four meetings have been held and attended. Should be done by Spring."

**4.4 EMS Chief: Jackie Lewis**

"We've responded to six 911 calls since September 21st. Several EMTs also assisted in a search and rescue in Cave Creek Canyon.

Attendance at monthly meetings has been good. Everyone is appreciating the emergency scenarios that Rick is coordinating.

Seven EMTs attended the review, held in the Douglas Fire Department, of Tucson Medical Center's updated standing orders. (TMC is Portal Rescue's base hospital).

Lee Dyal offered his resignation as an EMT. He will remain active with Portal Rescue as a firefighter. Lee became an EMT in 2006.

Paperwork is being prepared to apply for the Epi-pen grant. I should know by the January 2014 meeting if we are accepted again or not. The donation from Mylan Specialties will save Portal Rescue \$1400.00 in replacement costs."

## **5.0 Old Business**

### **5.1 Cost of pencils to publicize Portal Rescue's services.**

Jackie Lewis reported that these pencils 576 already-sharpened pencils would cost \$104.00 (18 cents a pencil) with a limit of 3-lines of writing. Jeff Gee suggested Jackie explore the possibility of adding a 4th line soliciting donations. This would be discussed at the January 2014 Board Meeting in connection with next year's budget for office expenses. If the expenditure is approved the pencils should be available for distribution at the Soup Kitchen.

## **6.0 New Business**

### **6.1 Consideration of adding people trained in Search and Rescue techniques to Portal Rescue membership.**

Noting that SAR exercises were hazardous, Rick Beno asked whether SAR-trained volunteers should be required to join PR as members in order to be covered by insurance and/or Workmen's Compensation. Jerry Racicot said PR's insurance policy would cover injuries suffered by SAR volunteers (even if they were not PR members) provided the Fire Chief certified the injured person was acting "under our umbrella". Board members didn't know whether Workman's Compensation would cover such injuries. The Board agreed to discuss changing the by-laws, at the next meeting, to require SAR-trained volunteers to become active members.

### **6.2 Discussion of Wilderness EMS training.**

Jerry Racicot, Jeff Gee and John Yerger proposed that PR support wilderness training for our EMTs because it is more thorough and extensive than regular EMT training and would enhance our EMTs' skills, giving them more confidence and encouraging them to remain members. As it is, a significant proportion of our EMTs feel their training is inadequate for our non-urban conditions.

Several Board members remarked that state and hospital protocols defined and restricted the medical procedures that could be practiced by EMTs and that some of the procedures offered in Wilderness training were not authorized. What was the point of the training if the EMTs were being taught skills they weren't allowed to use? Jerry, Jeff and John all explained that EMTs would only perform legally permissible procedures but that as a result of their Wilderness training, they would perform them better than before. Jerry said that both the pre-hospital coordinator and the TMC medical director believed the training was worth while and would help to keep EMS personnel interested.

Jerry reported that sending EMTs to a Wilderness 5-day (56 hours) upgrade (held in March in Flagstaff) would cost \$699 per head for tuition only, i.e. not counting meals, lodging and gas. Jackie suggested that it would be cheaper and more effective to bring a trainer to Portal. At the request of the Board Jackie agreed to investigate the matter further and put the expected cost in next year's budget.

### **6.3 Discussion of 2014 budget items.**

Projections of income were \$1200 for grants, \$30,000 for donations, \$8,000 for fund-raising, \$1000 for interest, \$500 for rent. Fire income and misc. income could not be projected at this stage.

Projections of expenses, \$2,000 for office, \$3,500 for EMS supplies, \$7,000 for EMS training, \$2,000 for EMS equipment, \$4,000 for fire supplies, \$2,000 for fire training, \$0 for fire pay (cannot be

projected at this stage) \$6,000 for vehicle operations, \$2,000 for radio ops, \$2,000 for structures maintenance, \$250 for dues, \$3,000 for utilities, \$1,000 for misc.

The total expenses budgeted for 2014 are \$43,850, compared with \$62,700 for 2013.

#### **7.0 Addenda**

#### **8.0 For the Good of the Order**

##### **8.1 Articles for 2014 Newsletter**

Articles, information and photographs should be sent to Pat Espenak <touchedbythesun2@aol.com>, editor of the Newsletter by January 15th, 2014. Chiefs, members and community members are cordially invited to submit material.

##### **8.2 Key to the Forest Service parking lot** at the Visitor Center (and to other Forest Service gates).

Reed Peters said that the County Sheriff couldn't get into the parking lot when he needed to (for a recent SAR operation), because the only key in Portal was unavailable at the time. The Forest Service is willing to let Portal Rescue Fire Department keep a key. David Newton agreed to obtain one from the Fire Management Officer at the Douglas Ranger station. The key will be kept in the RCO room at the PR Fire Station.

#### **9.0 Adjournment**

Bill Wilbur seconded by Reed Peters, proposed adjournment. Meeting adjourned at 8.45 p.m..