

# Portal Rescue, Inc.



**P.O. Box 16331, Portal,  
AZ 85632  
(520) 558-2206**

## **Annual Board Meeting Minutes**

Saturday, March 22, 2025, 12:00 PM (Arizona time), Portal Ambulance Bay

Board Members: Cary Booth, Aaron Smith, Dinah Davidson, Jackie Lewis, David Newton, Alina Downer, & Bec Webster; Community: Brian Whitehorn, Bonnie Bowen, Barbara Roth, Carolyn Nordstrom, Marilyn Forestell, Scott Huber, JJ Pooley, Cheryl Booth, Barbara Miller, Dennis McAvoy, Carol Simon, Rolf Koford, Winston Lewis, Bill Wilbur, Howard Topoff, Harold Farmer, Kathleen Gomez, Ted Troller, Tim Lawson, Jon Lacey, Mary Lacey, Glenna Winnie, Jeff Cooper, Helen Snyder, & Penni Parrish

1. Called Board Meeting to order at 12:06 PM AZ.
2. Adoption of agenda:
  - a. Cary moved to adopt the agenda as written. Aaron seconded. Non-opposed, motion carried.
3. Approval of Minutes of Board meeting on Jan 9, 2025, found at  
<https://www.portalrescue.com/Meeting-Minutes-2025/>
  - a. Cary moved to approve meeting minutes as written. Bec seconded. Non-opposed, motion carried.
4. Reports
  - a. Fire Chief: David Newton
    - i. Operations: Investigated a few instances of smoke due to private residential burns. Responded to a call regarding a hiker with a foot injury with the aid of PR firefighters and EMTS.
    - ii. Training: All-responder trainings have been well attended. Attendance for fire meetings has been okay as well.
    - iii. Vehicles: All vehicles currently in service. David purchased new pump batteries for Tender 7 and Brush 5.
    - iv. Grants: Received word from FEMA that PR's AFG grant closeout was accepted.. David additionally applied for two 50/50, state forestry-funded rural fire capacity grants— Portal Rescue has already received a majority of the equipment from the first grant, while paperwork for the second grant is being finalized at the state level.

- b. EMS Chief: Alina Downer
  - i. Operations: Around 7 calls since the 01/09/25 board meeting.
  - ii. Vehicles: Both rescue vehicles are in service. Speaker upgrades were successfully implemented by David for improved radio communication in both vehicles.
  - iii. Training: Trainings have been well attended.
  - iv. Other: Beginning in April, the state-sponsored Naloxone Leave-Behind program will work with PR and the local community to combat the ongoing opioid crisis by providing resources and information for those in need. Additionally, investigating possible use of electronic patient care report software.
- c. Treasurer: Jackie Lewis
  - i. Year end numbers— see 2025 newsletter or online at <https://www.portalrescue.com/Newsletters/>
  - ii. For March 2025 numbers, See **Appendix A**
  - iii. One CD redeemed on 03/19 has been deposited into our money market (checking). Jackie will get numbers from Vicki at Edward Jones this week and email the board members the CD options.
- d. Member without Portfolio: Aaron Smith
  - i. Nothing to report.
- e. Secretary: Bec Webster
  - i. Nothing to report.
- f. VP Report: Dinah Davidson
  - i. A subcommittee made up of Aaron, Alina, David, and Dinah, met up to agree on the contents of PR's proposals for Indian gaming grants, as PR's search for used rescue vehicles may not be funded by federal grants.
  - ii. David and Dinah have submitted proposals to the Pascua Yaqui and Gila River Tribes in effort to fund a new vehicle purchase. Another proposal will be sent to the Fort McDowell/Yavapai nation for the same purpose.
  - iii. Essential to PR's proposal efforts was the new district supervisor, Kathleen Gomez, who assisted our efforts by rapidly obtaining (for the first time) approval for Portal Rescue to submit Indian Gaming proposals through the County.
  - iv. The subcommittee is committed to acting quickly once a suitable rescue vehicle becomes available, as well as having the vehicle in service and compliant with local ordinances within one year of any award.
  - v. For the new repeater, PR is exploring alternative payment options, including federal funding and a potential land donation of at least an acre.
- g. President's Report: Cary Booth
  - i. Awaiting responses to PR's submitted proposals for Indian gaming grants.
  - ii. Emailed lawyer regarding SEACOM agreement, will follow up regarding finalization.

5. Continued Business

- a. Building project progress
  - i. Responders Lounge
    - a. No progress

- b. Alina to follow up with new storage idea for Hoyer lift currently stored in the responder's lounge.
    - ii. Fire Building storage
      - a. David has taken measurements for two new storage racks and calculated their cost to be around \$3,825 plus tax.
      - b. Alina moves to approve the purchase of the new storage racks for the fire bay. Dinah seconds. Non-opposed, motion carried.
  - b. Status update regarding plans for acquiring helicopter service membership for PR Members
    - i. Helicopter memberships have been completed for all current PR members with PHI Cares and AirMedCares. If, as a **NEW** member with AirMedCares, you have not received your packet, please contact Nancy Tucker at: 928-294-9023 | [www.amcnrep.com/nancy-tucker](http://www.amcnrep.com/nancy-tucker). Members can also contact her if they need any information on their previous account. If you need assistance with PHI Cares, please contact Jackie.
  - c. Land search for a potential repeater location update
    - i. Penni recommends the pursuit of private leasing over federal to reduce complications. She will continue to pursue leads on PR's behalf.
    - ii. David plans to view aerial photographs and scope out land for one potential repeater location, along with meeting the land owner for discussion.
6. New Business:
- a. Vote to accept Tony Costantini as a firefighter with Portal Rescue
    - i. David nominates Tony Constantini as a new firefighter with PR. Alina seconds. Non-opposed, motion carried.
  - b. Review draft of Reimbursement Policy
    - i. Cary moves to form a subcommittee to adjust SOG/Policy draft. Jackie seconds. Non-opposed, motion carried.
    - ii. Policy/SOG tabled so that the subcommittee, including Cary, David, Alina and Jackie, can prepare for the May board meeting.
    - iii. Jackie moves to be allowed to update the GSA and the meals & incidentals rates. Dinah seconds. Non-opposed, motion carried.
  - c. Request approval for Treasurer use of a debit card for the Edward Jones checking Account
    - i. Edward Jones has changed its ACH rules and PR was not able to make transfers to PHI Cares or AirMedCares for the helicopter memberships. AirMedCares was able to convert a written check to an echeck over the phone. PHI Cares required a credit or debit card.
    - ii. Jackie moved to approve a debit card for PR's Edward Jones money market (checking) account that can be used in similar situations. Tabled until Jackie speaks with Vicki at Edward Jones comparing credit vs. debit cards through Edward Jones.
    - iii. Jackie will present a policy at the May meeting for debit or credit card.
  - d. Bowls & Spoons 2025 review
    - i. See **Appendix B** for final accounting numbers.

ii. Collectively served around 160 meals, Marilyn hopes for an increase in attendance in the following years.

e. Portal Rescue Board member elections

i. Jackie moves that Jackie Lewis and Aaron Smith be accepted by acclamation to continue on the Portal Rescue board. Cary seconds. Non-opposed, motion carried.

ii. Cary Booth and Bec Webster volunteer to be on the PR board.

iii. Jackie and David nominate Dennis McAvoy to join the board. Dennis accepts.

iv. Cary moves by acclamation that Bec Webster, Cary Booth, and Dennis McAvoy join the PR board as community members. Aaron seconds. Non-opposed, motion carried.

v. See **Appendix C** for the 2025 Portal Rescue board members

7. For the Good of the Order

a. Next Blood Drive: May 15th, 2025

i. 22 of 46 appointments are still available for the May 15th blood drive.

ii. 35 units were collected March 13 – 2 over goal. Portal Rescue has achieved “Premier Partner” again!

b. Community open mic

i. Ted Troller seeking volunteers for April 19th, Paradise cemetery cleanup.

8. Adjourned at 1:37 PM AZ.

## **Appendix A**

### **Treasurer's 2025 Year-to-date Report**

**Jan 1 thru Mar 22, 2024**

#### **Checking:**

**Beginning Balance: \$95,860.07**

**INCOME: \$23,278.69**

Donations: \$9,575

Fundraising Inc: \$10,119.94

(includes donated expenses)

Interest Deposit: \$3,423.75

Phone Book Sales: \$60

Rent: \$100

**EXPENSES: \$11,800.71**

EMS Supply/Equip: \$1,635.90

Fundraising Expense: \$1,554.57 (\$717.44 donated)

Helicopter Memberships: \$2750

Insurance: \$3,383

Office: \$1,069.27

Structure Maint: \$97.72

Utilities: \$973.41

Vehicle Ops: \$426.85

**EDWARD JONES CURRENT BALANCE: \$134,172.49**

(Includes redeemed \$30K CD)

Check Deposits to be made (not included above)

Misc Inc: \$14.19 (Columbus Electric 1996/97 capital credits)

Fundraising: \$1.800 (Bowls & Spoons)

Fundraising: \$60 (cans)

Petty Cash on hand: \$119.30

Excess stamps on hand: \$139.00

Outstanding Checks: \$626.85

**EDWARD JONES CDs: \$175,000**

Wells Fargo (4.55%) \$30K - 7/17/2025

Charles Schwab (4.30%) \$30K – 9/11/25

Morgan Stanley (5.2%) \$30K – 12/1/2025

Goldman Sachs (4.2%) \$30K – 2/4/26

American Express (4.15%) \$40K – 1/22/27

DEDICATED MUMA FUND:  
Morgan Stanley (4.15%) 15K – 1/22/27

## **Appendix B**

### **Bowls & Spoons Final Accounting**

Net total after expenses: \$10,112  
Total meals and food: \$1872  
Raffle totals: \$3778  
Live and Silent auctions: \$4955  
Total cash donations \$485

## **Appendix C**

### **2025 Portal Rescue Board Members**

EMS Chief: Alina Downer  
Fire Chief: David Newton  
President: Cary Booth  
Treasurer: Jackie Lewis  
Secretary: Bec Webster  
Vice President: Aaron Smith  
Member without Portfolio: Dennis McAvoy