

**Minutes to the regular meeting of the Board of Directors of the Sonoita-Elgin Fire District
July 23, 2012
6:00 p.m.**

Call to order: the meeting was recorded

Pledge of Allegiance

Roll Call of Board Members: Present; Izzo, Bianchi & Pfitzenmaier. Absent; Tomlinson and Ruppel.

Approval of the minutes of the June 18, 2012 meeting: Motion by Pfitzenmaier, seconded by Bianchi.

Old Business –

Chief's Report – Chief DeWolf presented information to the Board regarding the meetings and trainings in which department members participated; Rotary meeting (Ready, Set, Go), SEAMS Council (protocols and standing orders), Pima County 4-H Horse Camp (engine familiarity and water fun), Arizona Fire District Conference (Internal Controls, QuickBooks Class and Admin Certification), the donation of two TICS or Thermal Imaging Cameras (used to look for hot spots in buildings or people ejected from a motor vehicle) purchased from Sun Lakes Fire District, Arizona's Governor made August Child Support Awareness Month. Battalion Chief Venos gave the update on the septic system; all plans have been submitted, all parcel IDs are corrected. Now we simply wait for the state to review the plan. Chief DeWolf reviewed the run report, website visit numbers and simultaneous calls with the Board and community was well. We're still pressing Ready, Set, Go; it is a cycle, we're in the marketing phase of start mowing your grass and getting Ready for the upcoming fire season. The rains have been spotty; we have some areas that are getting a lot of rain and some that have very little. We are getting starts, but they'll be a lot easier to mitigate now. The Chief gave each Board member a set of prevention baseball cards. This is a new prevention idea, they have Prevention Characters on them, and these are numbered trading cards. We're working with the kids in the community to collect all six of them and then they'll come in and have a lunch with the firefighters

Izzo – How do they collect them?

De Wolf – Whenever they characters are on site of a prevention event (fair, rodeo, etc) they will hand out the cards to the children they meet. Firefighter Annette Kelley has attended Characterization Training in Laughlin for the past two years. The training teaches you how to use characters to deliver a prevention message. They also teach you how to build props. This is the end of our fiscal year, all line items are on track. Are there any questions on the financials?

Pfitzenmaier: Are we on track with receiving our monies?

De Wolf – yes. Our engagement letter we signed last month. We have received our prep list from Accounting Professionals. We hope to have everything completed by September 15.

Chief DeWolf also reviewed the active fires within the state of Arizona. Also exhibited was a performance rating of the crew and apparatus that was on the Clay Springs Fire. (a very good report) Our Fuels Crew is working on another project in the Lyle Canyon area. We've got another job in the Casas Arroyos and Tunnel Springs area. Larz Garcia came down and audited our paperwork and went to our field site to look at the work our crews were doing. We received a letter from him stating he was impressed with both our office work and our field work. One gentleman did not want the wood from his site, so he gave us the wood. We're selling the wood for \$200 per cord and it is stacked at the station. Our 2012-2013 Budget Schedule is now complete with the submission to the counties of the new budget. We are on track with our Elections Schedule.

Correspondence or other items of importance – None

New Business – Holiday Pay Change in HR Policy. The board voted to add two holidays to our holiday pay for employees. We are introducing the change tonight to meet SEFD requirements of policy change. The Board will vote on this amendment on 20 August 2012.

Audience Comments – none

Board member comments – Bianchi – Chief I'd like to be made aware of things like that meeting you went to the Arizona Fire District Conference where you're going to be dealing with Internal Controls, that sort of thing. As treasurer I'd like to be aware of that. If my schedule would permit I can maybe attend that.

DeWolf – Okay.

Pfitzenmaier – We've been away and find our weekly bulletin on our table when we come back. I appreciate the comments particularly by Kevin, where he complimented the people at the ranch for their participation in the activity. When we do have a fire activity and we work well with the customer and we appreciate your help it gets in the paper. Keep up the good work.

Izzo – I think the wood sales are a great idea. I like that idea, but we need to make sure we account for that. So, in the financial report you're going to have to put a line item or call it something.

DeWolf – actually it comes in as money to the Lyle Canyon Fuels Treatment work.

Motion to adjourn – Motion by Bianchi, Seconded by Pfitzenmaier, motion carried.