

**Minutes to the regular meeting of the Board of Directors of the Sonoita-Elgin Fire District  
Monday, 26 February 2018  
6 p.m.**

**Call to Order**

**Pledge of Allegiance**

**Roll Call** – Board members Bahti, Webber, Jenkins, Archibald & Johnson present.

**Call to the Public –**

**Vista Michael** – Spoke to the Board on coming up with ways to get more public to attend the meetings.

**Approval of Minutes:**

Dec. 18, 2017 – motion to approve by Archibald, seconded by Webber, motion carried unanimously.

Jan. 11, 2018 – motion to approve by Archibald, seconded by Webber, motion carried unanimously.

Feb. 12, 2018 – motion by Johnson, seconded by Jenkins, motion carried unanimously.

**Chief 's Report:**

**Community comments** – Chief De Wolf read two letters sent to SEFD – one from a community member and one from a volunteer who was hired by Golder Ranch FD; Chief felt that they two letters are good examples of why a lot of us do our jobs & why I love working in this community - very positive and supportive of SEFD and our personnel.

**Budget season** – We did get our levy worksheet – we'll have other meetings here in the near future.

**Call load** – We had 56 calls in January, we're still above where we were last year.

**Wildland fires** – we've billed out just over 300,000 and we have about \$129,000 to collect (mostly California fires). The Governor just signed in money to pay for fire suppression so we should see our money in 60-90 days.

**Fuels Treatment Grant** – doing well, we still have a lot of projects ahead of us. March 5<sup>th</sup>, at 11 a.m. the state will be here to present to SEFD and Casas Arroyos their Firewise Community paperwork.

**Palominas Fire District** – making a lot of progress, still room for improvement. We have Brian Jackson and Jon Buonaccorsi working as Ops Chiefs, they're learning a lot.

**Brush 824** – Brush 824 is back in service, has been for almost a month.

**Monthly Financial Report** – V. Rutter. Ms Rutter gave her monthly report, reviewing the Balance Sheet, the Profit & Loss Statement and the Cash Flow Forecast. There were no unusual expenses in January. Jenkins – the income from Palominas? Rutter – it was recorded in early February. Motion to approve the financial reports by Archibald, seconded by Webber, motion carried unanimously.

**Individual Board member Goals & Objectives** - Jenkins, this is something we addressed in a previous meeting. Webber – the last meeting you gave us your personal goals, but what I have a question – if we have something else we want to bring to the board we bring it a an agenda item. I went through your list and I believe we've either done them or are doing them. We've talked about the strategic plan and I've suggested that we have a work session do determine exactly how – we as a board – define the strategic plan. We have the beginnings of a strategic plan that was started by Flynn. We have some basic things that we need to decide as a board before we can take it to the public. What I'd like to see is a work session to decide what our idea is for a strategic plan. Jenkins – absolutely – this was strictly just my perspective on what I'd like to see done. Webber – we need to tailor the strategic plan to fit us before we bring it to the public. Bahti – let me pull this back into the agenda item as we're wavering a bit. I

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found my direction as being 1. Following the policy and 2. and keeping the agency and the public at the forefront; being transparent. I'm not so sure that we need to spend a lot of time on our own goals. I agree we need to figure out a plan, the problem that I'm running in to and I think we need to clarify the meaning of Strategic Plan, Goals, Objectives. We need to have a meeting and sit down with the Chief and come up with a plan that is realistic – that doesn't take days & days to come up with within the restrictions we have – a sit-down meeting. Webber – let's schedule something? March 22<sup>nd</sup> at 10 am – board work session – was selected by the board.

**Cardiac Monitor purchase** – We've tried for three years using grant funding to obtain the monitors. Since working with Palominas Fire I suggested we use some of those funds to help pay for the monitors. We have roughly \$30,000 (between reserved funds and money from Palominas). I recommend that we make a lease-purchase to obtain the monitors. After brief discussion of the options we have available to us, Archibald made a motion to approve the lease-purchase to purchase the 3 monitors - initially funded with a total of \$40,000 down (reserve & monthly income from Palominas), seconded by Webber, motion carried unanimously.

**SWOT Exercise for the Board** – Chief De Wolf gave a brief introduction to the SWOT process and asked that the Board only answer the questions or come up with topics. A long discussion resulted in the following points...

**S (Strengths)** – Real good handle on financials, Public Support, Personnel (Vol & Staff), Community Awareness.

**W (Weakness)** – Reliance on Volunteers, Finances, funding for expansion, Community Demographics

**O (Opportunities)** – Community Awareness, Community Demographics, Grants, Bonds

**T (Threats)** – Loss of Volunteers, Financial Restrictions, Financial Stability (infrastructure), Growth

**Adjournment** – Motion to adjourn by Webber, seconded by Archibald, Motion carried unanimously.

Minutes approved on 26 March 2018 \_\_\_\_\_, Clerk of the Board.  
Sue Archibald