

MINUTES
REGULAR MEETING OF THE BOARD OF DIRECTORS

Meeting Date: Thursday, January 23, 2025
Meeting Time: 4:30 PM
Location: 21021 E. Homestead Drive, Red Rock, AZ 85145

Recording On.

1. CALL TO ORDER

Chairman Castaneda called the meeting to order at 4:33 PM.

2. PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

3. ROLL CALL AND CONFIRMATION OF A QUORUM

Board Members in Attendance	Staff in Attendance	Others in Attendance
Chairman Castaneda, by phone	Chief Delfs	Counsel Wencker, by phone
Clerk Bren	Assistant Chief Klein	Jim Saunders, by phone
Vice-Chairman Armendarez	Lorrie Palmquist	

Absent/Excused

Director Goss
 Director Neilson

4. RECOGNITION OF PERSONNEL NONE

5. CALL TO THE PUBLIC NONE

6. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING THE PRESENTATION OF THE FY24 FINAL AUDIT REPORT BY SAUNDERS, CO.

Mr. Saunders was present telephonically to formally present the FY24 Audit. He explained that an audit consists of looking at the books to determine their conformity with GAAP, and to issue an opinion thereon. In Arizona, the State legislature requires that the District adhere to not only generally accepted auditing standards (GAAS), but also generally accepted governmental auditing standards (GAGAS) which are required by the US Comptroller and which add additional reporting and compliance requirements. He issued the highest level of report that can be issued. Overall, the financial statements of the District present fairly in all material aspects the financial position of the District, and there were no material findings. Specifically:

- Page 5: The financial statements present fairly the respective financial position of the District.
- Page 77: No deficiencies in internal controls were identified, nor any instances of noncompliance.
- Page 77: The District complied with the State of A fire district regulatory requirements.
- Page 79: The District did not overspend the budget. There were no issues on noncompliance.

Mr. Saunders further commented that everything was well-reported and fully disclosed. He stated that the District did not require a Federal Single Audit for the fiscal year ended June 30, 2024 because the District's grant awards were under the Federal limit.

Clerk Bren motioned to accept the final audit report for FY24. Vice-Chairman Armendarez seconded.
Motion carried unanimously, 3:0.



7. ANNOUNCEMENTS, CURRENT EVENTS & CORRESPONDENCE NONE

8. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING THE ADOPTION OF THE MINUTES FROM THE REGULAR MEETING HELD ON DECEMBER 19, 2024

Clerk Bren motioned to adopt the Minutes from the regular meeting held on December 19, 2024. Vice-Chairman Armendarez seconded. *Motion carried unanimously, 3:0.*

9. CHIEF'S REPORT

The Fire Chief may update the Board on items of interest relating to but not limited to the following: fire suppression, EMS and wildland services, response times, vehicles, facilities, labor relations, personnel, finance, grants, communications and/or training. Alternatively, the Fire Chief may provide written comments in the Board member's packets or by email. The Board members may ask clarifying questions and they may direct the Chief to place items on future agendas for further discussion or action.

The Chief highlighted the following items from his report:

Per the Board's request from the last regular meeting, a copy of the 10-Year Strategic Plan adopted in May 2019 was included in the packets. This document lays out an ambitious plan for the District with longer term goals. It is our vision and we visit it every year to evaluate where we are with achieving our goals.

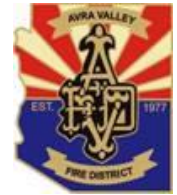
Ms. Palmquist attended a webinar wherein the results of the first cycle of the CMS Medicare Data Collection Project were presented. This project is being conducted by RAND Health Care under contract with Centers for Medicare Services (CMS). It was determined that 85% of the required ambulance providers responded for years 1 and 2 (3,712 organizations). In all cases, revenues fell short of covering expenses, with 20% of transports not reimbursed at all, resulting in an average collectability of 80%. Employee-related expenditures (ERE) were the greatest cost-driver.

10. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE THE DECEMBER 2024 FINANCIAL REPORTS AND AUTHORIZE THE CHAIRMAN AND CLERK TO SIGN THE CERTIFICATE OF REVIEW

Clerk Bren motioned to approve the December 2024 financial reports and authorize the Chairman and Clerk to sign the Certificate of Review. Vice-Chairman Armendarez seconded. *Motion carried unanimously, 3:0.*

11. REVIEW, DISCUSSION AND POSSIBLE ACTION TO REVIEW THE FY25 BUDGET AND MAKE LINE ITEM RECLASSIFICATIONS AS RECOMMENDED

Chief Delfs addressed the board to recommend that a few line items be reclassified within the budget without changing the bottom line. The main increase should be to the training line item, along with a few other minor changes. Vice-Chairman Armendarez motioned to make the line item reclassifications as recommended. Clerk Bren seconded. *Motion carried unanimously, 3:0.*



12. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE THE TWO-YEAR AGREEMENT BETWEEN AVRA VALLEY FIRE DISTRICT AND MARANA HEALTH CENTER (MHC) TO PROVIDE TRAUMATIC EVENT COUNSELING

Chief Delfs addressed the Board explaining that the District has been intensely working on major initiatives pertaining to mental health and wellness. Chief Calhoun has been working with several other Districts and peer support teams. Marana Health Center (MHC) would oversee our peer support program and provide traumatic event counseling. MHC is the agency being used by most others who have this program. Counselor Wencker stated that this agreement is satisfactory and in proper form. Chairman Castaneda commented that MHC has satellite centers throughout the City, not just in Marana. Clerk Bren motioned to approve the two-year agreement between Avra Valley Fire District and Marana Health Center to provide traumatic event counseling. Vice-Chairman Armendarez seconded. *Motion carried unanimously, 3:0.*

13. REVIEW, DISCUSSION AND POSSIBLE ACTION TO CONSIDER GRANTING APPROVAL PER ARS 48-805, B, 18(B) TO PINAL COUNTY TO UTILIZE THE EXISTING PRIVATE EASEMENT AT STATION 193 ON ESTANCIA DRIVE AS A COUNTY PUBLIC EASEMENT AND GRANTING THE AUTHORITY TO THE FIRE CHIEF TO SIGN DOCUMENTS TO EFFECT THE CHANGES ON BEHALF OF THE BOARD

Chief Delfs addressed the Board to explain that Pinal County has requested a public easement of the road next to Station 193. This is a dirt road which is entirely in the roadway and not on our property. Pinal County has requested authority from the District to give them a public easement so that they can pave this road. Per Arizona statute, the Board can grant, with unanimous consent, an easement on existing private property for public purposes. Counselor Wencker stated that State statute vests the power with the Board who has control over the assets, and not the Chief, so this event will need Board approval. After brief discussion, Clerk Bren motioned to grant approval to Pinal county to utilize the existing private easement at Station 193 on Estancia Drive as a County public easement and to grant authority to the Fire Chief to sign documents to effect the changes on behalf of the Board. Vice-Chairman Armendarez seconded. *Motion carried unanimously, 3:0.*

14. REPORTS OF BOARD MEMBERS AND STAFF

Chairman Castaneda and Vice-Chairman Armendarez stated that they recently attended the AFDA Winter Conference in Laughlin.

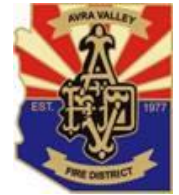
15. FUTURE AGENDA ITEMS

The Board may not discuss or take any action on topics presented for future agendas.

Chairman Castaneda recommended that the Board prepare for a performance review for the Fire Chief. He suggested that a questionnaire be provided at the March meeting, with the performance review to take place at the April meeting.



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16. DATE OF NEXT BOARD MEETING

The date of the next Board meeting will be February 27, 2025
 Chief asked to be excused.

17. ADJOURNMENT

Vice-Chairman Armendarez motioned to adjourn the meeting. Clerk Bren seconded.
Motion carried unanimously, 3:0. Meeting adjourned at 5:20 PM.

DRAFT

SIGNED _____ DATE _____

BOARD MEMBERS

LUIS CASTANEDA, JR. THOMAS ARMENDAREZ CODY BREN ERIC NEILSON MICHELLE STARK-GOSS

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