



**Apache Junction Fire District**  
565 North Idaho Road, Apache Junction, AZ 85119  
Phone (480) 982-4440, Fax (480) 982-0183  
[www.ajfire.org](http://www.ajfire.org)



**Governing Board Meeting Minutes  
January 15, 2014**

PURSUANT TO A.R.S. §38.431.02, NOTICE IS HEREBY GIVEN TO THE GENERAL PUBLIC THAT THE APACHE JUNCTION FIRE DISTRICT GOVERNING BOARD OF DIRECTORS HELD A MEETING ON WEDNESDAY, JANUARY 15, 2014. THE MEETING WAS HELD AT THE APACHE JUNCTION FIRE DISTRICT'S ADMINISTRATION OFFICE, 565 N. IDAHO ROAD, APACHE JUNCTION, ARIZONA.

THIS MEETING WAS OPEN TO THE GENERAL PUBLIC AND BEGAN AT 5:30 P.M.

- A. Board Chairman Todd House called the meeting to order at 5:30 pm.
- B. The Pledge of Allegiance was led by Director Barbara Cobb.
- C. Roll Call showed Board Chairman Todd House, Board Clerk Linda Shank, Director Barbara Cobb, and Director Jeff Cross as present. Director Charlie Fox was absent.

Senior Leadership in attendance: Fire Chief Paul Bourgeois, Assistant Chief David Montgomery, Assistant Chief Mike Farber, and Finance Manager Roger Wood; Legal Counsel Donna Aversa and Board Secretary Rachel Krause were also present for the meeting.

- 1. *Review and approval of the December 2013 financial reports. (BOD #2014-01-01)*

Motion by Director Cross to approve the December 2013 financial reports. Seconded by Clerk Shank. Vote 4 ayes, 0 nays. Motion passed.

- 2. *Recognition of employee performance and/or achievements. (BOD #2014-01-02)*

Gold Canyon Arts Council presented the District with a poster from their Arts Festival prior to the meeting. The Board thanked them for their donation.

Special Recognition: Training Division Chief Rob Bessee stated that on December 3, 2013 the crew of L-264 C shift responded to an unresponsive patient. The patients husband called 911 and performed dispatcher assisted CCR until arrival of L-264. The patient was worked as a full code, with the crew obtaining ROSC prior to arrival at the hospital. She was released from Mountain Vista Medical Center one week later, with no neurological deficits.

Presented awards to L-264 C Shift: Captain Jon Williamson, Engineer Shorty Johnston, Firefighter/Medic Ryan Rodriguez, and Firefighter Jaclyn Anderson; Paramedic Student Derek Weber; and Mesa Dispatchers: Stacey Anderson (training) and Keri Williamson.

The patient thanked everyone involved. Chief Bourgeois stated that this is the Chain of Survival: the initial 911 call, bystander CPR, advanced life support from paramedics and rapid transport.

*After Agenda Item #7 - Service Award was presented to John Christensen, for 25 years of service.*

Chairman House read the list of service anniversaries for January: Division Chief Rob Bessee, 13 years; and Engineer/Medic Chuck Hanson, 11 years.

3. *Call to the Public.* None
4. *Consideration and possible approval of all consent agenda items as listed below:*  
(BOD #2014-01-03)
  - a. *Board Minutes from December 18, 2013*
  - b. *Purchase of a CO monitor*

Motion by Director Cobb to approve the consent agenda items for January 15, 2014. Seconded by Clerk Shank. Vote 4 ayes, 0 nays. Motion passed.

5. *Discussion and possible approval of an Intergovernmental Agreement for Provision of Services by the Pinal County Recorder and Elections Departments.* (BOD #2014-01-04)

Board Secretary Rachel Krause stated that Pinal County is now requiring an IGA for their Election Services. The Board has two seats up for re-election in November, Todd House and Linda Shank.

Motion by Director Cobb to approve the Intergovernmental Agreement for Provision of Services by the Pinal County Recorder and Elections Departments for the November 4, 2014 board of director's election. Seconded by Director Cross. Vote 4 ayes, 0 nays. Motion passed.

6. *Discussion and possible approval of the Fire District's Independent Auditor's Report and related financial statements for the fiscal year ending June 30, 2013, as required by Arizona Revised Statute §48-253, and as presented by Marilyn Mays, CPA, Partner – Henry & Horne, LLP – Certified Public Accountants.* (BOD #2014-01-05)

Chief Bourgeois stated that the District's annual audit was recently completed. Finance Manager Roger Wood added that Henry & Horne, LLP performed the audit of the Fiscal Year 2012/2013 financial statements and introduced CPA Marilyn Mays.

Ms. Mays informed the Board that the audit report is not an opinion on management decisions or financial position, but if the financial statements are fairly presented; the District's meet that goal. The additional governmental audit standards looks at financial controls; there are no findings to report. There were no qualitative or quantitative findings, no disagreement with Management. This is a good, clean report.

The Board thanked Ms. Mays for her report and format of the audit document.

Motion by Director Cobb to approve the Fire District's Independent Auditor's Report and related Financial Statements for the fiscal year beginning July 1, 2012 and ending on June 30, 2013, as submitted by Marilyn Mays, CPA, and to direct staff to submit the auditor's report to Pinal County and Maricopa County as required by A.R.S. §48-253. Seconded by Director Cross. Vote 4 ayes, 0 nays. Motion passed.

7. *Discussion and possible approval of memorandum's of understanding with the Maricopa County Fire Investigation Task-Force and the Pinal County Fire Investigation Task-Force. (BOD #2014-01-06)*

Chief Bourgeois stated that we currently have an informal agreement to share resources. These memorandums of understanding are consistent with what we do now. Assistant Chief Dave Montgomery stated that we have been involved with Maricopa County, they have been a great education resource; we are just getting started with Pinal County.

Motion by Director Cobb to approve the request for AJFD to become signatory participants on the Memorandum's of Understanding with the Maricopa County Fire Investigation Task-force and the Pinal County Fire Investigation Task-force. Seconded by Director Cross. Vote 4 ayes, 0 nays. Motion passed.

8. *Chief's Report (BOD# 2014-01-07)*

- Accreditation site visit went well, this is our second re-accreditation process.
- A legislative update will be sent out more regularly, AFDA Lobbyist John Flynn sends emails that the Chief will share.
- The AFDA Conference is this weekend.
- At the February Board meeting Roger Wood will present on our economic forecast.
- Staff has been attending Neighborhood Meetings, and Prevention has been out sharing safety education presentations.

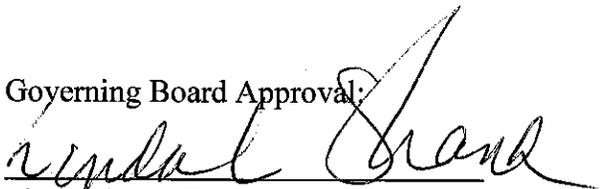
9. *Announcements (BOD# 2014-01-n/a)*

Chairman House stated he has decided to run for re-election.

10. *Adjourn (BOD# 2014-01-08)*

Motion by Director Cross at 6:02 pm to adjourn the meeting. Seconded by Clerk Shank. Vote 4 ayes, 0 nays. Motion passed.

Governing Board Approval:

  
Linda Shank, Board Clerk

*Rachel Krause*