

## NOTICE OF MEETING

The Fire Board of the Christopher-Kohl's Fire District will meet in regular session on **Monday, September 20, 2021, at 3:30pm**. The meeting will be held at the **Fire Station 51 Community Room**. The Board may vote to go into executive session on any agenda item, pursuant to A.R.S. § 38-431.03(A)(3) for legal advice with the District's attorney on matters as set forth in the agenda item. Board Members or other participants may attend by telephonic conference. The following topics and any variables thereto, will be subject to Board consideration, discussion, approval, or other action. All items are set for possible action.

### AGENDA

1. **CALL TO ORDER** (*Pledge of Allegiance*)      Time: \_\_\_\_\_

2. **ROLL CALL**

- A. Board Members
- B. Department Members

3. **APPROVAL OF MINUTES**

- A. Regular Meeting of August 16, 2021.

**Motion:** \_\_\_\_\_      **Second:** \_\_\_\_\_      **Vote Results:**      **Ayes:** \_\_\_\_\_      **Nays:** \_\_\_\_\_

4. **REPORTS & CORRESPONDENCE** (No Board action will be taken on correspondence items)

A. Financial Report

- The Financial Officer will review the status of all District bank accounts for August. Possible discussion and action on any Board concerns regarding specific invoices, checks, and/or Profit & Loss Statements.

**Motion:** \_\_\_\_\_      **Second:** \_\_\_\_\_      **Vote Results:**      **Ayes:** \_\_\_\_\_      **Nays:** \_\_\_\_\_

B. Chief's Report on Department activity for August.

- Sterling White, Rhett Connolly, Steve McKinnon and Mauricio Acedo returned from a wildland assignment in California on Sept 9<sup>th</sup>.
- Update on Type 1 Pierce Arrow.
- Sold eleven links of 5" LDH used hose for \$3500.00.
- Will be receiving surplus check for \$3700.00 from EMI on Oct 13<sup>th</sup>.

C. Chairman's Report & District Correspondence

- The Chairman will report on the activities for the District in August.
- District correspondence will be acknowledged.

**BUSINESS**

1. Discussion and signing of Fire/EMS Protection Agreement for Tonto Rim Christian Camp.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Vote Results:** \_\_\_\_\_ **Ayes:** \_\_\_\_\_ **Nays:** \_\_\_\_\_

2. Discussion and signing of Fire/EMS Protection Agreement for Tonto Creek Camp.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Vote Results:** \_\_\_\_\_ **Ayes:** \_\_\_\_\_ **Nays:** \_\_\_\_\_

3. Discussion of on-duty personnel carrying firearms while on duty.

4. Discussion and possible action regarding changing the Christopher-Kohl's Fire District Personnel Policies and Procedures Manual, "Policy 20.03 Workplace Violence "on open/concealed carrying for full-time employee's while on duty.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Vote Results:** \_\_\_\_\_ **Ayes:** \_\_\_\_\_ **Nays:** \_\_\_\_\_

**Information on future Agenda Items.** Items may be placed on the agenda for a future meeting or given to the Chief for action, further information, or review.

**CALL TO THE PUBLIC**

(No Board action will be taken on call to the public items)

**5. CALL TO THE PUBLIC:** Consideration and discussion of comments and complaints from the public. Those wishing to address the Fire District Board need not request permission in advance. ***Each speaker will be allowed three minutes, one time per meeting, to present their comments to the board.*** The Fire District Board is not permitted to discuss or take action on any item raised in the call to the public. However, individual Board members may be permitted to respond to criticism directed to them. Otherwise, the Board may direct that staff review the matter or that the matter be placed on a future agenda. The Fire District Board cannot discuss or take legal action on any issue raised during the Call to the Public due to restrictions of the Open Meeting Law.

**6. ADJOURNMENT**

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Vote Results:** \_\_\_\_\_ **Ayes:** \_\_\_\_\_ **Nays:** \_\_\_\_\_

Time of adjournment: \_\_\_\_\_

**If any disabled person needs any type of accommodation, please notify the Fire District (928) 478-4011 prior to the scheduled meeting time.**

**Agendas posted by**

# MINUTES OF THE REGULAR PUBLIC MEETING OF THE CHRISTOPHER KOHL'S FIRE DISTRICT GOVERNING BOARD.

A Regular Meeting of the Christopher Kohl's District Governing Board convened **August 16, 2021**, at **3:30pm** at the Fire Station 51 Community Room.

## Call to Order/Pledge of Allegiance

Call to order 3:30pm, August 16, 2021, followed by the Pledge of Allegiance.

## Roll Call

A. Board Members: Chairman Ron Kotnik  
Clerk Sheila Marcum  
Board Member Joanie Price  
Board Member Karen Thornton  
Finance Officer Larry Hannum

B. Department members in attendance: Battalion Chief Rhett Connolly presided over meeting, Administrative Assistant Deanna White and Captain Steve McKinnon.

The following matters were discussed, considered, and approved at the meeting:

## Approval of Minutes

The Board reviewed the Minutes of the Regular Meeting of July 19, 2021. No Board discussion took place. Clerk Marcum made a motion to approve the minutes of the regular meeting of July 19, 2021, and F.O. Hannum seconded the motion.

Motion carried by unanimous vote.

## Reports and Correspondence

### A. Financial Officer's Report

Financial Officer (F.O.) Hannum reviewed and read the status of all District bank accounts for July.

Questions with responses, requests, and comments:

Clerk Marcum made the motion to approve the July Financial Reports. Chairman Kotnik seconded the motion. Motion carried by unanimous vote.

### B. Chief's Report

Battalion Chief Connolly discussed Department activity for July 2021. The list below highlights this month's Chief's Report (not in any particular order):

- Chief Lockhart is on vacation. Battalion Chief Connolly presiding.
- Update on Joe Lynch's daughter.
- Wildland assignment on the West Lolo Complex in Montana. Crew returned on August 10<sup>th</sup>.

- Status update on the Type 1 Pierce Arrow is that it is scheduled to be delivered on Thursday.
- Sterling White and Joe Lynch have been added in PSPRS.
- Defibrillator was damaged.
- Received a check from FRUSA for \$947.39

**C. Chairman's Report & District Correspondence**

No correspondence.

**BUSINESS**

**Item #1: Discussion and signing of Fire/EMS Protection Agreement for Mountain Meadows Ranch Bible Camp.**

Member Marcum made the motion to sign the contract and F.O. Hannum seconded the motion. Motion carried by unanimous vote.

**Item #2: Discussion and signing of Fire/EMS Protection Agreement for Camp Theodore Roosevelt R-C Scout Ranch.**

Member Marcum made the motion to sign the contract and Chairman Kotnik seconded the motion. Motion carried by unanimous vote.

**Future Agenda Items:**

Clerk Marcum would like to create a policy to start allowing employees to carry firearms on duty after research is done.

**Call to the Public:**

Jim Oliver made a statement that Everett Griffith had passed away.

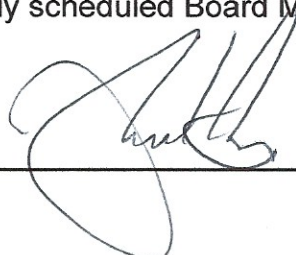
**Adjournment**

Member Thornton made a motion to adjourn meeting. F.O. Hannum seconded the motion. Motion carried by unanimous vote.

The meeting adjourned at 4:09 pm.

The next regularly scheduled Board Meeting will be on Monday, September 20, 2021, at 3:30 pm.

Approved by \_\_\_\_\_



on \_\_\_\_\_

*Sept 20<sup>th</sup>*

2021

**CHRISTOPHER KOHL'S FIRE DISTRICT  
FINANCIAL OFFICER REPORT  
August 2021**

**Capital Account:**

Beginning Balance:	234,962.44
Deposits:	(Int \$324.84)
Warrants Issued:	0
End Balance:	235,287.28
Register Balance	235,287.28 ___ (Outstanding \$0)

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**General Account:**

Beginning Balance:	125,928.09
Deposits:	1,244.20 (See bank rec.)
Warrants Issued:	48,948.65
End Balance:	78,223.64
Register Balance	62,600.71 ___ (Outstanding -\$15,622.93)

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**Wells Fargo: Payroll**

Beginning Balance:	63,328.23
Deposits:	40,000.40
Checks:	79,308.99
End Balance:	24,019.64
Register Balance	11,729.46 ___ (Outstanding -\$12,290.18)

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**Wells Fargo: Enterprise**

Beginning Balance	503,001.14
Deposits	20,807.75 (See bank rec)
Checks:	40,000.00
End Balance:	483,808.89
Register Balance	483,808.89 ___ (Outstanding \$0)

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**Total Register Balances = \$793,426.34 + Outstanding \$27,913.11 = Ending Balances of \$821,339.45**

Approved as read at Board Meeting of 9-20, 2021

Clerk/Financial Officer Lay C Hanes

CHRISTOPHER-KOHL'S FIRE DEPARTMENT  
930 E CHRISTOPHER CREEK LOOP  
PAYSON, AZ 85541  
VOICE (928) 478-4011, FAX (928) 478-4453  
**FIRE CHIEF**

INCIDENT REPORT FOR August 2021

**FIRES:** **TOTAL FIRES 3**

WILDLAND	0	_____
STRUCTURE	0	_____
VEHICLE	0	_____
CAMPFIRE	0	_____
MUTUAL AID	0	_____
SPECIAL DUTY	2	_____
FALSE ALARM	1	_____
STILL ALARM	0	_____
CANCELLED EN RTE	0	_____

**EMS:** **TOTAL EMS 20**

REGULAR EMS	10	_____	(6-ALS/4-BLS)
MVA/EMS	3	_____	
MUTUAL AID	0	_____	
FALSE ALARMS	1	_____	
WALK INS	2	_____	
SPECIAL DUTY	3	_____	
CANCELLED EN RTE	1	_____	

**TOTAL INCIDENTS 23**

**COMMENTS** **TOTAL TRAINING HOURS -172.00 Hours - 1.0 Target**



# Christopher Kohl's Fire District

Payson, AZ

This report was generated on 9/8/2021 7:26:54 AM



## Classes Completed by Personnel

Passed/Failed: Both Passed and Failed | Training Code(s): All Training Codes | Class Category: All Categories | Personnel: All Personnel | Station: All Stations | Start Date: 08/01/2021 | End Date: 08/31/2021

Acedo, Mauricio (CKFD)			
Class Date	Class Category	Class Name	Class Hours
08/12/2021 08:30:00	Basic Fire Fighting	Company - Physical Agility Test	0:30
08/12/2021 09:30:00	Engine & Tender Ops	Company - New Hire Orientation: Pumping and MCS	3:30
08/12/2021 12:00:00	Driver Operator	Company - New Hire Orientation: Driving and Area Familiarization	2:00
08/13/2021 09:00:00	Engine & Tender Ops	Company - New Hire Orientation: Drafting operations	4:00
08/13/2021 14:00:00	Engine & Tender Ops	Company - New Hire Orientation: Truck equipment and positioning	1:00
<b>Total Classes</b>			<b>5</b>
<b>Total Class Hours</b>			<b>11:00</b>

Connolly, Rhett T			
Class Date	Class Category	Class Name	Class Hours
08/01/2021 13:00:00	Physical Fitness	Physical Fitness	3:00
08/17/2021 10:30:00	EMS	Company - LUCAS orientation	1:00
08/18/2021 10:00:00	EMS	Company EMS - Protocol Review	1:00
08/18/2021 17:00:00	Basic Fire Fighting	Company - CKFD report procedures	1:00
08/18/2021 18:30:00	Driver Operator	Company - Driving Training	1:00
08/23/2021 08:00:00	Basic Fire Fighting	Admin Training - Payroll, PSPRS, Checks, Bill, Manuals	16:00
08/23/2021 17:00:00	Engine & Tender Ops	Company - Tender Ops	1:30
08/23/2021 18:30:00	EMS	Company EMS - Code Protocol Review	2:00
08/23/2021 20:30:00	EMS	Company EMS - 12-lead/15-lead	1:00
08/24/2021 09:00:00	Basic Fire Fighting	Company - Hose Deployment/Loads	2:30
08/24/2021 13:00:00	Wildland	Company - Wildland training with seasonals	1:00
<b>Total Classes</b>			<b>11</b>
<b>Total Class Hours</b>			<b>31:00</b>

Hansen, Mark K			
Class Date	Class Category	Class Name	Class Hours
08/01/2021 08:00:00	Driver Operator	Company: New Hire Orientation - DOT's	1:00
08/01/2021 09:00:00	MCS	Company - New Hire Orientation: MCS Drill	1:00
08/01/2021 10:00:00	Driver Operator	Company - New Hire Orientation: Driving/Area familiarization	2:00
08/01/2021 13:00:00	Driver Operator	Company - New Hire Orientation: Driver's Training	1:00
08/01/2021 13:00:00	Physical Fitness	Physical Fitness	4:00
08/05/2021 11:00:00	Basic Fire Fighting	Company - Hydraulic and MCS review	1:00
08/05/2021 13:00:00	EMS	Company EMS - EKG Review and Case Study	1:00
08/06/2021 09:00:00	Basic Fire Fighting	Company - SCBA Review and inspection	1:00
08/06/2021 10:00:00	MCS	Company - MCS	1:30

Only non-Archived Classes that have been Reviewed are included. This report lists the Classes completed for each person over the specified date range, optionally filtered by Personnel, Class Category, Training Code, and Passage or Failure. If "All Personnel" is selected, this report also includes non-agency Personnel. This report pulls training hours from the Training Code Hours field on the Info Page.



08/07/2021 15:00:00	EMS	Company EMS - Protocol Review	1:15
08/08/2021 07:30:00	Basic Fire Fighting	Company - SCBA Breathdown	1:30
08/08/2021 09:00:00	Basic Fire Fighting	Company - Physical Agility Test	0:30
08/09/2021 11:00:00	Wildland	Company - Wildland: Review and prep	1:00
08/09/2021 11:30:00	EMS	Company EMS - Protocol Review	2:00
08/12/2021 08:30:00	Basic Fire Fighting	Company - Physical Agility Test	0:30
08/12/2021 09:30:00	Engine & Tender Ops	Company - New Hire Orientation: Pumping and MCS	3:30
08/12/2021 12:30:00	EMS	Target Solution - Cardiac Arrest Management	1:00
08/13/2021 09:00:00	Engine & Tender Ops	Company - New Hire Orientation: Drafting operations	4:00
08/13/2021 14:00:00	Engine & Tender Ops	Company - New Hire Orientation: Truck equipment and positioning	1:00
08/19/2021 09:30:00	Engine & Tender Ops	Company - Engine Operations	1:30
08/19/2021 13:00:00	EMS	Company EMS - Protocol Review	1:00
08/20/2021 08:30:00	Basic Fire Fighting	Company - Extrication operations	1:00
08/26/2021 13:00:00	Basic Fire Fighting	Company - Multi-company: Truck and operation familiarization	2:00
08/26/2021 15:00:00	EMS	Company EMS - Protocol Review	1:00
08/30/2021 08:00:00	EMS	Company EMS - Documentation	1:00
08/30/2021 17:00:00	EMS	Company EMS - Protocol Review	1:00
08/31/2021 09:30:00	Engine & Tender Ops	Company - Water supply/operations and pre-plan	3:00
<b>Total Classes</b>			<b>27</b>
<b>Total Class Hours</b>			<b>41:15</b>

**Lynch, Joe L**

Class Date	Class Category	Class Name	Class Hours
08/01/2021 08:00:00	Driver Operator	Company: New Hire Orientation - DOT's	1:00
08/01/2021 09:00:00	MCS	Company - New Hire Orientation: MCS Drill	1:00
08/01/2021 10:00:00	Driver Operator	Company - New Hire Orientation: Driving/Area familiarization	2:00
08/01/2021 13:00:00	Driver Operator	Company - New Hire Orientation: Driver's Training	1:00
08/01/2021 13:00:00	Physical Fitness	Physical Fitness	4:00
08/06/2021 09:00:00	Basic Fire Fighting	Company - SCBA Review and inspection	1:00
08/06/2021 10:00:00	MCS	Company - MCS	1:30
08/07/2021 15:00:00	EMS	Company EMS - Protocol Review	1:15
08/08/2021 07:30:00	Basic Fire Fighting	Company - SCBA Breathdown	1:30
08/08/2021 09:00:00	Basic Fire Fighting	Company - Physical Agility Test	0:30
08/09/2021 11:00:00	Wildland	Company - Wildland: Review and prep	1:00
08/09/2021 11:30:00	EMS	Company EMS - Protocol Review	2:00
08/12/2021 08:30:00	Basic Fire Fighting	Company - Physical Agility Test	0:30
08/12/2021 09:30:00	Engine & Tender Ops	Company - New Hire Orientation: Pumping and MCS	3:30
08/12/2021 12:00:00	Driver Operator	Company - New Hire Orientation: Driving and Area Familiarization	2:00
08/13/2021 09:00:00	Engine & Tender Ops	Company - New Hire Orientation: Drafting operations	4:00
08/13/2021 14:00:00	Engine & Tender Ops	Company - New Hire Orientation: Truck equipment and positioning	1:00

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08/19/2021 09:30:00	Engine & Tender Ops	Company - Engine Operations	1:30
08/19/2021 13:00:00	EMS	Company EMS - Protocol Review	1:00
08/20/2021 08:30:00	Basic Fire Fighting	Company - Extrication operations	1:00
08/26/2021 13:00:00	Basic Fire Fighting	Company - Multi-company: Truck and operation familiarization	2:00
08/26/2021 15:00:00	EMS	Company EMS - Protocol Review	1:00
08/30/2021 08:00:00	EMS	Company EMS - Documentation	1:00
08/30/2021 17:00:00	EMS	Company EMS - Protocol Review	1:00
08/31/2021 09:30:00	Engine & Tender Ops	Company - Water supply/operations and pre-plan	3:00
<b>Total Classes</b>			<b>25</b>
<b>Total Class Hours</b>			<b>40:15</b>

#### McKinnon, Steve M

Class Date	Class Category	Class Name	Class Hours
08/01/2021 13:00:00	Physical Fitness	Physical Fitness	1:00
08/21/2021 13:00:00	Engine & Tender Ops	Company - Pumping operations E521	1:00
08/21/2021 20:00:00	EMS	Company EMS - Flight operations	1:00
<b>Total Classes</b>			<b>3</b>
<b>Total Class Hours</b>			<b>3:00</b>

#### Ruiz, Mike

Class Date	Class Category	Class Name	Class Hours
08/05/2021 11:00:00	Basic Fire Fighting	Company - Hydraulic and MCS review	1:00
08/05/2021 13:00:00	EMS	Company EMS - EKG Review and Case Study	1:00
<b>Total Classes</b>			<b>2</b>
<b>Total Class Hours</b>			<b>2:00</b>

#### Rushlow, Everett (CKFD)

Class Date	Class Category	Class Name	Class Hours
08/24/2021 13:00:00	Wildland	Company - Wildland training with seasonals	1:00
<b>Total Classes</b>			<b>1</b>
<b>Total Class Hours</b>			<b>1:00</b>

#### Sekandari, Ilyas (CKFD)

Class Date	Class Category	Class Name	Class Hours
08/01/2021 08:00:00	Driver Operator	Company: New Hire Orientation - DOT's	1:00
08/01/2021 09:00:00	MCS	Company - New Hire Orientation: MCS Drill	1:00
08/01/2021 10:00:00	Driver Operator	Company - New Hire Orientation: Driving/Area familiarization	2:00
08/01/2021 13:00:00	Driver Operator	Company - New Hire Orientation: Driver's Training	1:00
08/08/2021 09:00:00	Basic Fire Fighting	Company - Physical Agility Test	0:30
<b>Total Classes</b>			<b>5</b>
<b>Total Class Hours</b>			<b>5:30</b>

#### Titus, Chelsea (CKFD)

Class Date	Class Category	Class Name	Class Hours
08/24/2021 13:00:00	Wildland	Company - Wildland training with seasonals	1:00
<b>Total Classes</b>			<b>1</b>
<b>Total Class Hours</b>			<b>1:00</b>

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<b>White, Deanna L</b>			
<b>Class Date</b>	<b>Class Category</b>	<b>Class Name</b>	<b>Class Hours</b>
08/23/2021 08:00:00	Basic Fire Fighting	Admin Training - Payroll, PSPRS, Checks, Bill, Manuals	16:00
<b>Total Classes</b>			<b>1</b>
<b>Total Class Hours</b>			<b>16:00</b>

<b>White, Sterling</b>			
<b>Class Date</b>	<b>Class Category</b>	<b>Class Name</b>	<b>Class Hours</b>
08/01/2021 13:00:00	Physical Fitness	Physical Fitness	4:00
08/17/2021 10:30:00	EMS	Company - LUCAS orientation	1:00
08/18/2021 10:00:00	EMS	Company EMS - Protocol Review	1:00
08/18/2021 17:00:00	Basic Fire Fighting	Company - CKFD report procedures	1:00
08/18/2021 18:30:00	Driver Operator	Company - Driving Training	1:00
08/21/2021 13:00:00	Engine & Tender Ops	Company - Pumping operations E521	1:00
08/21/2021 20:00:00	EMS	Company EMS - Flight operations	1:00
08/23/2021 17:00:00	Engine & Tender Ops	Company - Tender Ops	1:30
08/23/2021 18:30:00	EMS	Company EMS - Code Protocol Review	2:00
08/23/2021 20:30:00	EMS	Company EMS - 12-lead/15-lead	1:00
08/24/2021 09:00:00	Basic Fire Fighting	Company - Hose Deployment/Loads	2:30
08/24/2021 10:00:00	EMS	EMS - Protocol Review	2:00
08/24/2021 13:00:00	Wildland	Company - Wildland training with seasonals	1:00
<b>Total Classes</b>			<b>13</b>
<b>Total Class Hours</b>			<b>20:00</b>

<b>Total Personnel:</b>	<b>11</b>
<b>Total Classes:</b>	<b>94</b>

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**MILEAGE****8/31/2021**

<i>VEHICLE</i>	<i>BEGIN</i>	<i>END</i>	
E531	123160	123170	10
E521	49570	<i>W/L Assignment in CA</i>	
E511	46577	47318	741
E526	44321	47809	3488
WT512	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>
WT511	16097	16160	63
E516	70661	<i>Out of Service</i>	<i>Out of Service</i>
B5	152522	153378	856
WT531	1656	1659	3