

## NOTICE OF MEETING

The Fire Board of the Christopher-Kohl's Fire District will meet in regular session on **Monday, August 16, 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 July 19, 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 July. 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 July.

- 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

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

**BUSINESS**

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

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

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

**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 **July 19, 2021**, at **3:30pm** at the Fire Station 51 Community Room.

## Call to Order/Pledge of Allegiance

Call to order 3:30pm, July 19, 2021, followed by the Pledge of Allegiance.

## Roll Call

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

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

## Approval of Minutes

The Board reviewed the Minutes of the Regular Meeting of June 21, 2021. No Board discussion took place. Member Thornton made a motion to approve the minutes of the regular meeting of June 21, 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 June.

Questions with responses, requests, and comments:

Member Price made the motion to approve the June Financial Reports. Member Thornton seconded the motion. Motion carried by unanimous vote.

### B. Chief's Report

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

- CKFD testing was held on June 28<sup>th</sup> and 29<sup>th</sup>. Sterling White and Joe Lynch were selected to fill the two open positions.
- As of July 7<sup>th</sup>, we are in Level 2 Fire Restrictions.
- Purchased 2005 Pierce Arrow.
- The swearing in ceremony for the two new employees that was scheduled for July 12<sup>th</sup> was cancelled due to a serious illness in a family member of one of the new employees. It will reconvene at another time TBA.
- Chief Lockhart will be taking vacation from August 12<sup>th</sup> through August 23<sup>rd</sup>. Battalion Chief Connolly will be acting Chief and will be presiding over the August Board meeting.

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

No correspondence.

**BUSINESS**

**Item #1: Discussion and possible action regarding Christopher-Kohl's Fire District Personnel Policies and Procedures Manual, "Policy 40.03 PTO."**

Member Thornton made the motion to accept Policy 40.03 as written. F.O. Hannum seconded the motion. Motion carried by unanimous vote.

**Future Agenda Items:**

Member Thornton stated that she would confer with Chief Lockhart regarding policies to be reviewed. 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:**

None.

**Adjournment**

Clerk Marcum made a motion to adjourn meeting. Member Price seconded the motion. Motion carried by unanimous vote.

The meeting adjourned at 4:23 pm.

The next regularly scheduled Board Meeting will be on Monday, August 16, 2021, at 3:30 pm.

Approved by  on 8-16 2021

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 July 2021

**FIRES:** **TOTAL FIRES 13**

WILDLAND 1 \_\_\_\_\_  
STRUCTURE 0 \_\_\_\_\_  
VEHICLE 1 \_\_\_\_\_  
CAMPFIRE 1 \_\_\_\_\_  
MUTUAL AID 0 \_\_\_\_\_  
SPECIAL DUTY 9 \_\_\_\_\_  
FALSE ALARM 0 \_\_\_\_\_  
STILL ALARM 0 \_\_\_\_\_  
CANCELLED EN RTE 1 \_\_\_\_\_

**EMS:** **TOTAL EMS 15**

REGULAR EMS 5 \_\_\_\_\_ (4-ALS/1-BLS)  
MVA/EMS 1 \_\_\_\_\_  
MUTUAL AID 0 \_\_\_\_\_  
FALSE ALARMS 1 \_\_\_\_\_  
WALK INS 4 \_\_\_\_\_  
SPECIAL DUTY 4 \_\_\_\_\_  
CANCELLED EN RTE 0 \_\_\_\_\_

**TOTAL INCIDENTS 28**

**COMMENTS** **TOTAL TRAINING HOURS -77.00 Hours - 11.5 Target**

<b>DATE</b>	<b>INCIDENT #</b>	<b>DESCRIPTION-EMS</b>	<b>FIREFIGHTERS</b>	<b>Jul-21</b>
7/1/2021	21-089	Special Duty	Connolly/Minniss	
7/1/2021	21-090	Special Duty	Connolly/Minniss	
7/1/2021	21-091	Special Duty	Connolly/Minniss	
7/2/2021	21-092	Walk-In	Hansen/Lockhart/Elston	
7/2/2021	21-093	Fire(Vehicle)	Hansen/Minnis/Lockhart	
7/2/2021	21-094	Special Duty	Hansen/Minnis/Elston	
7/3/2021	21-095	Walk-In	Hansen/Foradory	
7/6/2021	21-096	Campfire(Illegal)	Connolly/Minniss	
7/8/2021	21-097	Special Duty	Connolly/Lockhart	
7/10/2021	21-098	Special Duty	McKinnon/Blazer	
7/10/2021	21-099	Special Duty	McKinnon/Blazer	
7/11/2021	21-100	Walk-In	McKinnon/Blazer	
7/12/2021	21-101	Wildland	Connolly/T. Smith	
7/13/2021	21-102	Special Duty	Connolly/Hansen	
7/14/2021	21-103	Special Duty	Hansen/Minnis	
7/14/2021	21-104	EMS/BLS	Hansen/Minnis	
7/15/2021	21-105	Special Duty	Hansen/Yungkans	
7/15/2021	21-106	Special Duty	Hansen/Yungkans	
7/15/2021	21-107	False Alarm	Hansen/Yungkans	
7/15/2021	21-108	Canc en Route- 1st Alarm	Hansen/Yungkans/Lockhart	
7/20/2021	21-109	MVA	Hansen/Lynch	
7/23/2021	21-110	Special Duty	McKinnon/Minniss	
7/24/2021	21-111	EMS/ALS	McKinnon/Minniss	
7/24/2021	21-112	EMS/ALS	Connolly/White	
7/25/2021	21-113	Special Duty	Hansen/Lynch	
7/25/2021	21-114	EMS/ALS	Hansen/Lynch	
7/28/2021	21-115	EMS/ALS	Tutay/Minniss	
7/28/2021	21-116	Walk-In	Tutay/Minniss	

# Christopher Kohl's Fire District

Payson, AZ

This report was generated on 8/8/2021 2:05:54 PM



## 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: 07/01/2021 | End Date: 07/31/2021

Blazer, Nathaniel C			
Class Date	Class Category	Class Name	Class Hours
07/01/2021 08:00:00	Physical Fitness	Physical Fitness	1:00
07/09/2021 08:00:00	EMS	EMS - Lucas Inservice	0:30
07/09/2021 09:30:00	Driver Operator	Company - Area Familiarization	1:00
<b>Total Classes</b>			<b>3</b>
<b>Total Class Hours</b>			<b>2:30</b>
Connolly, Rhett T			
Class Date	Class Category	Class Name	Class Hours
07/01/2021 08:00:00	Physical Fitness	Physical Fitness	2:00
07/13/2021 11:00:00	Engine & Tender Ops	Company - Water Supply/ resources	1:00
<b>Total Classes</b>			<b>2</b>
<b>Total Class Hours</b>			<b>3:00</b>
Hansen, Mark K			
Class Date	Class Category	Class Name	Class Hours
07/01/2021 08:00:00	Physical Fitness	Physical Fitness	3:00
07/03/2021 13:00:00	EMS	Target Solution - Hypothermia	1:00
07/09/2021 08:00:00	EMS	EMS - Lucas Inservice	0:30
07/09/2021 09:30:00	Driver Operator	Company - Area Familiarization	1:00
07/13/2021 11:00:00	Engine & Tender Ops	Company - Water Supply/ resources	1:00
07/17/2021 13:00:00	EMS	Target Solutions - 12 lead	1:00
07/20/2021 09:15:00	Wildland	Other - Pack Test	1:00
07/20/2021 11:30:00	Wildland	Company; Wildland - Field Day	2:00
07/21/2021 09:00:00	Basic Fire Fighting	Company - Landing zone ops	1:00
07/21/2021 15:00:00	Wildland	Company - Wildland Review	1:30
07/25/2021 15:00:00	EMS	Target Solutions - Cardiac Anatomy and physiology	1:00
07/26/2021 08:30:00	Wildland	Other - Pack Test	1:00
07/26/2021 09:30:00	Basic Fire Fighting	Company - PPE/SCBA Inspection	0:30
07/26/2021 10:00:00	Engine & Tender Ops	Company - Engineering and hydraulics	0:30
07/26/2021 16:00:00	Basic Fire Fighting	Company - Size up and building construction	0:45
07/27/2021 10:30:00	Driver Operator	Company - New Hire Orientation: Area familiarization	2:00
07/27/2021 14:30:00	Basic Fire Fighting	Company - New Hire Orientation: MCS, admin, Truck familiarization	1:00
07/27/2021 15:00:00	Driver Operator	Company - Driver Training/Area Familiarization	1:00
07/27/2021 17:00:00	Basic Fire Fighting	Company - Physical Agility Test	1:00
07/30/2021 13:00:00	EMS	Company EMS - Cardiology, 4 lead/12 lead	1:00
<b>Total Classes</b>			<b>20</b>
<b>Total Class Hours</b>			<b>22:45</b>

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.

**Lynch, Joe**

Class Date	Class Category	Class Name	Class Hours
07/01/2021 08:00:00	Physical Fitness	Physical Fitness	1:00
07/20/2021 09:15:00	Wildland	Other - Pack Test	1:00
07/20/2021 11:30:00	Wildland	Company; Wildland - Field Day	2:00
07/20/2021 15:30:00	Wildland	Target Solutions - Intro to Wildland	1:00
07/21/2021 09:00:00	Basic Fire Fighting	Company - Landing zone ops	1:00
07/21/2021 15:00:00	Wildland	Company - Wildland Review	1:30
07/25/2021 14:00:00	Wildland	Target Solutions - Wildland Refresher Mod 1 and 2	3:30
07/26/2021 08:30:00	Wildland	Other - Pack Test	1:00
07/26/2021 09:30:00	Basic Fire Fighting	Company - PPE/SCBA Inspection	0:30
07/26/2021 10:00:00	Engine & Tender Ops	Company - Engineering and hydraulics	0:30
07/26/2021 16:00:00	Basic Fire Fighting	Company - Size up and building construction	0:45
07/27/2021 10:30:00	Wildland	Target Solutions - Wildland Refresher	2:00
07/27/2021 13:30:00	Driver Operator	Company - New hire orientation: Brush trailer operations	1:00
07/27/2021 14:30:00	Basic Fire Fighting	Company - New Hire Orientation: MCS, admin, Truck familiarization	1:00
07/27/2021 16:00:00	Driver Operator	Company = Driver Training/Area Familiarization	1:00
07/27/2021 17:00:00	Basic Fire Fighting	Company - Physical Agility Test	1:00
07/27/2021 18:00:00	Wildland	Target Solutions - Wildland Refresher	1:00
07/29/2021 09:30:00	Wildland	Target Solutions - Wildland Refresher	1:00
<b>Total Classes</b>			<b>18</b>
<b>Total Class Hours</b>			<b>21:45</b>

**McKinnon, Steve M**

Class Date	Class Category	Class Name	Class Hours
07/01/2021 08:00:00	Physical Fitness	Physical Fitness	2:00
07/05/2021 15:00:00	EMS	EMS - Protocol Review	2:00
07/22/2021 13:00:00	Basic Fire Fighting	Company - Extrication operations	2:00
07/22/2021 16:00:00	Communication/Documentation	Company - Comms. Reiew	1:00
07/23/2021 12:00:00	Wildland	Company - Saw Operations	1:00
<b>Total Classes</b>			<b>5</b>
<b>Total Class Hours</b>			<b>8:00</b>

**Minniss, Sean**

Class Date	Class Category	Class Name	Class Hours
07/23/2021 12:00:00	Wildland	Company - Saw Operations	1:00
<b>Total Classes</b>			<b>1</b>
<b>Total Class Hours</b>			<b>1:00</b>

**Saldana, Jessica**

Class Date	Class Category	Class Name	Class Hours
07/30/2021 13:00:00	EMS	Company EMS - Cardiology, 4 lead/12 lead	1:00
<b>Total Classes</b>			<b>1</b>
<b>Total Class Hours</b>			<b>1:00</b>

**Sekandari, Ilyas (CKFD)**

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.





Class Date	Class Category	Class Name	Class Hours
07/27/2021 10:30:00	Driver Operator	Company - New Hire Orientation: Area familiarization	2:00
07/27/2021 13:30:00	Driver Operator	Company - New hire orientation: Brush trailer operations	1:00
07/27/2021 14:30:00	Basic Fire Fighting	Company - New Hire Orientation: MCS, admin, Truck familiarization	1:00
07/27/2021 15:00:00	Driver Operator	Company - Driver Training/Area Familiarization	1:00
07/27/2021 16:00:00	Driver Operator	Company = Driver Training/Area Familiarization	1:00
07/27/2021 17:00:00	Basic Fire Fighting	Company - Physical Agility Test	1:00
<b>Total Classes</b>			<b>6</b>
<b>Total Class Hours</b>			<b>7:00</b>

**Smith, Thorry**

Class Date	Class Category	Class Name	Class Hours
07/05/2021 15:00:00	EMS	EMS - Protocol Review	2:00
<b>Total Classes</b>			<b>1</b>
<b>Total Class Hours</b>			<b>2:00</b>

**Tutay, Jason R**

Class Date	Class Category	Class Name	Class Hours
07/01/2021 08:00:00	Physical Fitness	Physical Fitness	2:00
07/22/2021 13:00:00	Basic Fire Fighting	Company - Extrication operations	2:00
07/22/2021 16:00:00	Communication/Documentation	Company - Comms. Reivew	1:00
<b>Total Classes</b>			<b>3</b>
<b>Total Class Hours</b>			<b>5:00</b>

**White, Sterling**

Class Date	Class Category	Class Name	Class Hours
07/20/2021 09:15:00	Wildland	Other - Pack Test	1:00
07/20/2021 11:30:00	Wildland	Company; Wildland - Field Day	2:00
<b>Total Classes</b>			<b>2</b>
<b>Total Class Hours</b>			<b>3:00</b>

<b>Total Personnel:</b>	<b>11</b>
<b>Total Classes:</b>	<b>62</b>

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**MILEAGE****7/31/2021**

<i>VEHICLE</i>	<i>BEGIN</i>	<i>END</i>	
E531	123130	123160	30
E521	49563	49570	7
E511	45922	46577	655
E526	44321	<i>Wildland Assignment/MT</i>	
WT512	<i>N/A</i>	<i>N/A</i>	
WT511	16029	16097	68
E516	70661	<i>Out of Service</i>	
B5	151376	152522	1146
WT531	1622	1656	34