

Minutes to the regular meeting of the Board of Directors of the Sonoita-Elgin Fire District
Monday, 27 August 2018
6 p.m.

Call to Order

Pledge of Allegiance

Roll Call – all Board members present

Acceptance of the minutes of 23 July 2018: Johnson pointed out that he didn't see a "second" to the Acceptance of Finances as presented motion from the previous meeting and asked how to correct this error. The Board chose to ratify the July minutes so Sue Archibald made a motion to "accept the finances as presented on July 23, 2018" which Suzanne Jenkins then seconded. Motion was approved unanimously. The Board then made a motion to accept the minutes as corrected – motion made by Sue Archibald and seconded by Reba Webber. Motion carried unanimously.

Chief's Report – De Wolf – Chief De Wolf read a thank you from a grateful family member;

- Runs – 51 for July 306 runs so far this year.
- Fire Billing – Chief gave an updated report; the billing doesn't include the recent fires (trucks sent to California).
- Phil Training Vehicle – came to SEFD, great training for our crews
- Palominas & SEFD IGA – going well; still settling in with apparatus replacement. They do have enough in the bank to buy one outright and put a large chunk down on a second. But between the time we bought our engine and today, the prices went up \$54,000. Palominas thought they'd buy two, but with that big an increase
- JPA investigation – Palominas did give Chief permission to look into this to gather more information.

Financials – V. Rutter presented information for the first month of the fiscal year (July). The information is still preliminary so we won't have the final numbers until after the audit. Three isn't a lot to review as it's only one month. On the P & L there is a format change. I've simplified the categories. Cash Flow Forecast is a reflection of the cash in and cash out on a monthly basis. Motion to approve as presented by Johnson, seconded by Webber; motion carried unanimously.

Current Events – There was only one person who ran for the board so we won't have an election. Once the term is over, the new Board will have to appoint a 5th member. We'll have 90 days to appoint someone. If the Board would like to line things out, we can do that, we just can't take action until December 1, 2018.

Discussion & Possible Action for RFP for Audit Services ending June 2019 – Archibald - The Board and the Chief spent several minutes of discussion on the pros and cons of including our current auditor or excluding them from the proposal. The current standards and what our potential fees would be. At Palominas we're paying \$12,000 and here at SEFD we're paying \$8,000 with our current auditor. Our requirements haven't changed. IF we open up the RFP including our current auditor, that might give them the option of raising our rates simply because we opened the RFP to all auditors. This doesn't have to be determined tonight, I simply wanted to give this to you for review. With our current Auditor, we do request that the person who does the field work changes each year; another person collates the information and presents it to Jay Parke who presents the final

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audit to the Board. Because they (the auditor) do public auditing, they, in turn, are audited by another entity. Webber – Can we ask them if they'd hold their rates for another year? Chief – I'll be happy to ask them to give me a cost for next year. No action was taken.

Strategic Planning Process – Jenkins – Dead Horse? Not quite; but we've been beating it to death. Community involvement is important to creating a strategic plan. We've always had problems with that. My point is that our community is changing; we've a lot of older folks who are leaving and a lot of newcomers who are bringing their own baggage with them. Two of the areas that we probably need to look at are the Sonoita Community Forum (taxing issues & succession from Santa Cruz County and resulting issues) and another group that is looking to balance the tax assessment as it's currently done in our county (aiming for an equalization of how taxes are assessed). So, what's coming in the next 5 years is going to bring change. I'm asking for another workgroup with the chief; talk to these other groups/individuals to see what the impacts would be to the district so we can put together an outline - that is how a strategic plan works. Just looking for a way to start laying out an outline for a strategic plan that involves the community and get feedback and find out what all these other elements are doing. As part of a strategic plan you work with the community to find out their plans. A Strategic plan gives you something to have as a groundwork. Most plans get every year reviewed. Archibald – we started that, so where is it at. Jenkins – nowhere. Archibald – but we've started it, where are we at. Webber – That's what I thought we were going to do when I saw your agenda item Suzanne. I went through the minutes, the only two action items were 1. The Overview committee would update the Overview and 2. Survey committee. Do we need to do another action item? Johnson - it's really difficult to plan when you don't know what the future holds. But I don't see anything happening in 3-5 years and more likely, it's probably 15-20 years before any changes might occur. Jenkins – actually lay out an outline of what should be in the strategic plan; then you build it – the details. (Chief, Johnson, Jenkins, Bahti) Let's have this on the agenda for the September meeting. The committee will have a meeting with the Chief? Chief – pick some dates and email them to me. Jenkins – okay.

SEFD Overview – Chief De Wolf – The last things I need to work on is the pay increase; quotes for radio upgrades – that 's what I'm working on now. Putting in the costs of the upgrades we need to do in the near future. I've got the front side of this all done and it includes a lot of the NFPA Standards in it. Archibald – when will we see that? Chief – September Board meeting. Archibald – can we get it before the meeting so we have time to review it? Chief – Yes.

Adjournment – motion to adjourn by Webber, seconded by Johnson. Motion carried unanimously.

Minutes approved on September 24, 2018 _____, Board Clerk.
Sue Archibald