

## CCIFD Meeting Minutes – January 13, 2016

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The Chandler County Island Fire District (CCIFD) governing board met in a properly posted open public meeting on Wednesday, January 13 2016. The meeting was held at the City of Chandler Fire Department Administrative Offices, located at 151 E. Boston Street, Chandler, Arizona.

The following agenda items were considered at the meeting:

- A. The meeting of the CCIFD board was called to order at 6:04 p.m. by Chair E. Hurley.
- B. Roll Call: Chair E. Hurley, members K. Hasper, J. Gerber, J. Young (Absent – E. Lu)

**Item 1:** Review and approval of the governing board meeting minutes of November 12, 2015 (CCIFD #16-001):

Motion by Gerber / 2<sup>nd</sup> by Young: To approve the minutes of the November 12, 2015 meeting as submitted; Passed 4-0. (Absent – E. Lu)

**Item 2:** Call to the Public: None.

**Item 3:** Report from the fire chief regarding the provision of fire and EMS to the CCIFD, including but not limited to the following items (CCIFD #16-n/a):

- a) Monthly response and service report: November and December 2015.

Assistant Fire Chief Dwiggins provided the board with a summary of the November and December response reports into the county islands and answered general questions concerning information contained within the reports.

Discussion only – no action taken.

- b) Assistant Fire Chief Dwiggins announced that Chief Clark would be retiring at the end of January. Chief Dwiggins will be the interim chief.

**Item 4:** Consideration of district financial matters:

- a) Review of monthly financial reports: November and December 2015 (CCIFD #16-002):

The reconciled monthly finance reports from Maricopa County were presented by Consultant Vaughn and reviewed, as were the monthly financial reports prepared by the District's CPA (finance reports included in the board packet).

Motion by Hasper / 2<sup>nd</sup> by Gerber: To accept the financial reports as presented; Passed 4-0. (Absent – E. Lu)

- b) Review of invoices / payables and authorization for payment (CCIFD #16-003):

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Invoices for payment were presented (included in board packet for November and December; PolicyLogic, LLC (\$1,291.57); Angela Bertram, CPA (\$292.50).

Motion by Hurley / 2<sup>nd</sup> by Young: To approve the invoices as presented for payment; Passed 4-0). (Absent – E. Lu)

**Item 5:** Review of electronic mail and phone messages received at the CCIFD website (CCIFD #16-004)

Consultant Vaughn updated the board on phone messages received and the disposition of messages and any follow up required.

Discussion only – no action taken.

**Item 6:** Discussion of CCIFD website and consideration of additional security features (CCIFD #16-005):

It was discussed at the last meeting that adding additional security features to the website would benefit the County Island Fire District. Consultant Vaughn reached out to two tech companies. The board was presented with two proposals.

Motion by Hurley/Hasper 2<sup>nd</sup> by : To approve the proposal for Uhora for \$781.25; Passed 4-0. (Absent – E. Lu)

**Item 7:** Consideration of items for the agenda of the Chandler County Island Fire District's next regular scheduled meeting (March 9, 2016) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (CCIFD #16-006):

- Standard agenda items.
- Insurance Renewal
- Website Update

**Item 8:** Announcements:

None

**Item 9:** Adjourn: Motion by Hurley / 2<sup>nd</sup> by Young: To adjourn the meeting at 6:26p.m.; Passed 4-0. (Absent – E. Lu)

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**CCIFD meeting minutes approved: March 9, 2016.**

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**Edward R. Hurley, Board Chair**

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**Jeff Gerber, Board Clerk**

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**Kevin Hasper, Board Member**

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**Janice Young, Board Member**

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**Emily Lu, Board Member**