

CCIFD Meeting Minutes – February 9, 2011

The Chandler County Island Fire District (CCIFD) governing board met in a properly posted open public meeting on Wednesday, February 9, 2011. 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 6:05 p.m. by Clerk Coleman.
- B. Roll Call: Clerk Ruth Coleman and member Jeff Gerber present (Chair Hurley absent).

Item 1: Review and approval of the governing board meeting minutes of January 12, 2011 (CCIFD #11-007):

Motion by Gerber / 2nd by Coleman: To approve the minutes of the January 12, 2011 meeting as presented; Passed 2-0 (Hurley absent).

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 #11-n/a):

- a) Monthly response and service report:

CFD Chief Tom Carlson provided the board with the January 2011 report of responses into the county islands and answered general questions concerning information contained within the monthly report.

Discussion only – no action taken.

Item 4: Consideration of district financial matters:

- a) Review of monthly financial reports (CCIFD #11-008):

Consultant Flynn advised the monthly finance report information had not been posted to the county system in time for the completion of the reports for the meeting. Flynn advised he would forward electronically when the reports were completed.

Discussion only – no action taken.

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b) Review of invoices / payables and authorization for payment (CCIFD #11-009):

Flynn presented invoices for payment; PolicyLogic, LLC (\$617.01); Angela Bertram, CPA (\$191.25).

Motion by Gerber / 2nd by Coleman: To approve the invoices as presented for payment; Passed 2-0 (Hurley absent).

Item 5: Review of electronic mail and phone messages received at the CCIFD website (CCIFD #11-010):

Chair Hurley provided an e-mail advising the board no calls / messages received last month.

Discussion only – no action taken.

Item 6: Consideration of legislative issues for the Fiftieth Arizona Legislature – 1st Regular Session (CCIFD #11-011):

Consultant Flynn reported on S1314; county island fire districts; meetings (enclosed in the board packet). Flynn advised S1314 was introduced to reduce the number of meetings for the districts annually when applicable. The bill was also used as a place holder to potentially address the public records retention and storage issue if the board so desired. An amendment to S1314 (enclosed in the board packet) was drafted to authorize county island fire districts (CIFD) to maintain all permanent public records on their web site and in electronic format. This is being done to resolve the current storage issues for paper documents.

Flynn advised that he and Lee Miller had already done the necessary foundational work on the bill and if the board desired to move forward with this option, Flynn and Miller would do so at the board's direction. Flynn advised he has / would ask the Gilbert and Tempe CIFD to participate in the effort as all the CIFD have the same public records storage issues (Gilbert CIFD board approved the previous evening). Flynn provided a cost for the legislative advocacy effort at \$5,250, based upon the mid-January start date through an anticipated April finish (cost based on \$1,500 monthly – January prorated for half month). If the bill is stopped or the Governor's signature occurs before the end of April, the cost will be prorated for the month. The overall cost will be divided equally between the three CIFD upon subsequent approvals.

Motion Coleman / 2nd Gerber: Authorize Miller and Flynn to proceed with the advocacy efforts for S1314 at the projected cost of \$5,520; Passed 2-0 (Hurley absent).

Item 7: Consideration of establishing a records management process and policy (CCIFD #11-012):

The board addressed this item under the legislative issues item on the agenda and took no action.

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Item 8: Consideration of items for the agenda of the Chandler County Island Fire District's next regular scheduled meeting (March 9, 2011) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (CCIFD #11-013):

- Standard agenda items.
- Legislative report.

Item 9: Announcements: None.

Item 10: Adjourn: Motion by Gerber / 2nd by Coleman: To adjourn the meeting at 6:28 p.m.; Passed 2-0 (Hurley absent).

CCIFD meeting minutes approved: March 9, 2011.

Edward R. Hurley, Board Chair

Ruth Coleman, Board Clerk

Jeff Gerber, Board Member