

CCIFD Meeting Minutes – November 14, 2018

Board Meeting
Regular Session

November 14, 2018

The Chandler County Island Fire District (CCIFD) governing board met in a properly posted open public meeting on Wednesday, November 14, 2018. The meeting was held at the Chandler Fire Training Center, located at 3550 S. Dobson Road, Chandler, Arizona.

The following agenda items were considered at the meeting:

1. CALL TO ORDER

The meeting of the CCIFD board was called to order at 6:02 p.m. by Chair Hurley.

2. ROLL CALL

Roll Call: Chair E. Hurley, Clerk J. Gerber and members E. Lu and J. Young. (Absent: K. Hasper)

Guests –Chief Hargis, Battalion Chief, City of Chandler; Kelly Vaughn, Administrative Manager.

3. BUSINESS

Item 1: Review and approval of the governing board meeting minutes of September 12, 2018 (CCIFD #18-035):

Motion by Gerber / 2nd by Young: To approve the minutes of the September 12, 2018 meeting as submitted; Passed 4-0. (Absent – K. Hasper)

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 #18-n/a):

a) Monthly response and service report: September and October 2018.

Chief Hargis provided the board with a summary of the September and October response reports into the county islands and answered general questions concerning information contained within the reports.

b) E. Hurley mentioned a recent incident where a 9-1-1 dispatcher told a county island resident to call the Sheriff. What can we do to prevent this in the future? Chief Hargis to look into issue.

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Item 4: Consideration of district financial matters:

a) Review of monthly financial reports: September and October 2018 (CCIFD #18-036):

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

Motion by Hurley / 2nd by Lu: To accept the financial reports as presented; Passed 4-0. (Absent – K. Hasper)

b) Review of invoices / payables and authorization for payment (CCIFD #18-037):

Tabled until next meeting.

Item 5: Review of electronic mail and phone messages received at the CCIFD website (CCIFD #18-038)

Administrative Manager 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: Consideration of retaining the firm of Atlas CPA (formerly Accounting Professionals LLC) for the purpose of performing an annual review of the district's financial records for the fiscal year ending June 30, 2018 pursuant to A.R.S §48-253. (CCIFD #18-039).

Administrative Manager Vaughn presented an engagement letter and information concerning the proposal from Atlas CPA to provide financial audit services for the fiscal year ending June 30, 2018. There was general discussion by the board concerning the engagement of the firm.

Motion by Young/ 2nd by Hurley: To retain the firm of Atlas CPA for financial audit services for the fiscal year ending June 30, 2018; Passed 4-0 (Absent –K. Hasper).

Item 7: Consideration of items for the agenda of the Chandler County Island Fire District's next regular scheduled meeting (January 9, 2019) and or a special meeting called by the governing board for the purpose of carrying out its powers and duties (CCIFD #18-040):

- Standard agenda items.

Item 8: Announcements:

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4. ADJOURNMENT

Adjourn: Motion by Hurley / 2nd by Lu: To adjourn the meeting at 6:23 p.m.; Passed 4-0.
(Absent – K. Hasper)

CCIFD meeting minutes approved: January 9, 2019.

Edward R. Hurley, Board Chair

Jeff Gerber, Board Clerk

Kevin Hasper, Board Member

Janice Young, Board Member

Emily Lu, Board Member