

Corona de Tucson Fire District  
99 Tallahassee Drive, Corona, Arizona 85641  
Minutes of the October 18th, 2017 Meeting

1. **Call to Order and Roll Call:** The regular meeting of the Corona de Tucson Fire District Governing Board was called to order by Chairman Steve Lunde at 18:05. at CDTFD fire station #1. Board members present were Mr. Nate Weber, Mr. Phillip Karhoff and Mr. Edwards. Mr. Lunde attended telephonically. Also present were Chief Simon Davis, Fire Marshal Charlotte Herdliska. There were 9 members of the public present.
2. **Pledge of Allegiance:** The Chairperson led the assembly in the Pledge of Allegiance.
3. **Employee/Public Recognition:** Chief Davis recognized Firefighters Short, Smuda and Smith on their successful completion of their probationary year with the District.
4. **Call to the Public:** No Action this month.
5. **Reading and Approval of Minutes:** Minutes of the Corona Fire District Regular meeting held August 23rd were read by each board member. Mr. Karhoff made a motion to accept. Mr. Edwards seconded the motion to accept the minutes as written. The motion passed unanimously.
6. **Chief Report:**  
Management Update: The Chief updated the Board on the state of the District vehicles and the current maintenance schedules. He also advised the Board on the conclusion of the wildland deployments (maybe) for the year. The District has an outstanding billing of approximately \$170 thousand.
7. **Administrative Report:**  
Melissa Tomlinson of JVG presented the August and September financial reports for Board review and approval (reports attached). After the presentation, Mr. Karhoff made a motion to accept the financials as presented. Mr. Edwards seconded. Motion passed unanimously
8. **Operations Report:**  
Response Data: Captain Cupell prepared a written report to the Board on operations and monthly call volume. (see attached report)
9. **Prevention Report:** Fire Marshal Charlotte Herdliska updated the Board on prevention activities for the month (report attached) and the upcoming plans for prevention week later in the month.

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10. **IAFF Local 3504 Report:** Captain Buglewicz update the Board on labor activities over the last few months
11. **Old Business:** No old business to discuss.
12. **New Business:**
  - A) **Annual District Audit:** A Presentation and Discussion was held by members of Beach Fleischman PC on the results on the District Annual Audit for FY 2017 (see attached report) Several questions were asked by Board Members in regards to the presentation and the status of the District's financial condition which were answered. Upon conclusion of the discussion Chairman Lunde requested a motion to accept the Audit as presented. Mr. Weber made the motion, Mr. Edwards seconded. Motion passed unanimously. The Board thanked Beach Fleischman associates for their work.
  - B) **Automatic Aid Agreement with Rincon Valley FD:** Chief Davis presented to the Board an IGA Agreement between Rincon Valley and Corona de Tucson FD enacting an Automatic Aid response agreement. (see attached). This agreement has been in the works for several months and is an evolution of the current Mutual Aid Agreement the District's currently operate under to more efficient system involving the closest most appropriate response vehicle responding to the call. The IGA has been reviewed by the District's Counsel to comply with State statute. After several questions from Board Members Mr. Weber made a motion to approve the IGA, Mr. Karhoff seconded. Motion passed unanimously.
  - C) **Discussion and Action to Approve 2016 AFG Grant:** After the successful awarding of a Assistance to Firefighters Grant 2016 for three new Cardiac Monitors Chief Davis requested a motion from the Board to accept the Grant and approve the 5% match expense. Mr. Karhoff made the motion and Mr. Lunde seconded. The Motion passed unanimously.

12. **Future Agenda items:**

Nothing listed for the minutes

**Adjourn:** Motion made by Chairman Lunde to adjourn at 19:35p.m and seconded by Mr. Karhoff. The motion passed unanimously.