



2422 N Firehouse Lane - Huachuca City, AZ 85616

**MINUTES OF THE WHETSTONE FIRE DISTRICT  
BOARD MEETING 24 AUGUST 2020 AT 1707 HOURS**

**Call to Order/Roll Call/Affirmation of Quorum/Pledge of Allegiance:**

**Members Present: Steven Hasson, Donna Graybill, Pamela Cohen, Dave Johnson**

**Staff Present: BC Foster, Cathy Dyer, Union Members**

**Absent: None**

It was determined a quorum existed with four board members present.

**Call to the Public: No comments**

**Old Business:**

**-Review, Amendment and Discussion and Possible Action of the Renewal of Fire Chief's Contract was tabled due to the absence of the Fire Chief.**

**MOTION:** Motion to table the discussion of the Fire Chief's contract until the September 2020 meeting

**RESULT:** All in favor; none opposed

**MOVED BY:** Dave Johnson

**SECONDED:** Steven Hasson

**-Meet with the County Attorney regarding the Fire Chief's contract**

**MOTION:** Have Chairperson Donna Graybill contact the County Attorney regarding the Fire Chief's contract and see the County Attorney (Britt Hanson's) availability to attend a meeting to advise the Board and answer questions

**RESULT:** All in favor; none opposed

**MOVED BY:** Steven Hasson

**SECONDED:** Dave Johnson

**New Business:**

**-Review, Amendment and Discussion and Possible Action of Appointing Trevor E. Thompson to fill the Current Vacancy on the Whetstone Fire Board.**

Donna Graybill: Does anyone have any discussion at this time?



\*No discussion

**MOTION:** Motion to appoint Trevor E. Johnson to the Board

**RESULT:** All in favor; none opposed

**MOVED BY:** Steven Hasson

**SECONDED:** Dave Johnson

**-Review, Amendment and Discussion and Possible Action of the Public Session Minutes for July 27<sup>th</sup> 2020**

Donna Graybill: Minutes have been distributed to you via email. Are there any corrections: If there are no corrections, the minutes are approved as distributed.

**MOTION:** Motion to approve the public session minutes from July 27<sup>th</sup> 2020

**RESULT:** All in favor; none opposed

**MOVED BY:** Steven Hasson

**SECONDED:** Dave Johnson

**-Review, Amendment and Discussion and Possible Action of the Fire District Policy Manual**

**MOTION:** Motion to table this until the September 2020 meeting

**RESULT:** All in favor; none opposed

**MOVED BY:** Pamela Cohen

**SECONDED:** Steve Hasson

**-Review Amendment and Discussion of Possible Action of the Financial Reports**

Cathy Dyer: We closed the month of July out with Operations at a balance of \$26,690.33. The deposit with Huachuca City IGA payment has been received by the County, but they didn't post it until August 4<sup>th</sup>. So that large deposit will reflect on the August financial report next month. We closed out the Reserve account with a balance of \$58,044.81, and the reduction in balance is due to making the payment for the repairs to the fire engine with the check amount for the balance of \$96,059.43. We closed out the Volunteer Pension account with a balance of \$43,039.63. If anyone has any questions just let me know.

Donna Graybill: Does anyone have any questions?

Donna Graybill: I see two expenditures to American Septic and Damon LLC Bldg Maintenance. What were these expenses for?



Cathy Dyer: Routine maintenance and landscaping.

Donna Graybill: \$500 for what type of landscaping?

Cathy Dyer: That was for two months to keep the weeds down.

Donna Graybill: Okay. Thank you Cathy for the Financial Reports

**MOTION:** Motion to accept the financial reports

**RESULT:** All in favor; none opposed

**MOVED BY:** Dave Johnson

**SECONDED:** Steven Hasson

### **-Chief's Report-**

#### **Information regarding the following topic(s) presented by the fire chief:**

\*The Chief's Report was given by BC Foster due to Chief Bidon's absence\*

BC Foster: Firstly Whetstone Fire District welcomed its newest full time firefighter: Chase Blankenship. Chase starts his orientation today and upon completion will be sworn in and given his shift and station. Some interest has been received in the open positions. A flyer has been made to reach out to more public forums and will be going to local colleges plus Pima in Tucson and the high schools. WHFD responded to a few State land fires and have received payment from two so far. The new Mobile Touch EMS reporting system has been used for some time and has received mostly positive feedback from the crews. There are still minor adjustments to make to some of the tables but should be an easy fix. We are currently exploring a conversion review for the new Fire Programs reporting software. This will take some time to build out the way we want it but by next month we should at least have the Incident reporting and daily log modules complete and the crew can begin to familiarize themselves with the system. We are at 119 calls in July and 811 calls this year to date. This figure compares to 732 calls last year to date.

Donna Graybill: Does anyone have any questions?

Steve Hasson: Has the WHFD been asked to assist with any of the fires in California?

Lt Speer: We are in a code red right now and at this time no one is available to assist, and generally in the past it takes up to a year or more to be reimbursed by California. It will be relooked at if we asked to assist again in the next few weeks.

Donna Graybill: Are there any updates on the Dash/Body Cams?

BC Foster: Not at this time.



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Donna Graybill: Any other questions? Thank you for the report. I really liked the graphs and spreadsheets. Good job.

**Future Agenda Items:**

-Chief's Contract and Policy Manuals

**Board Members' Comments:**

Donna Graybill: I would like to make the comment that it was recognized that the Executive Session was entered into after the meeting was adjourned last month.

**Adjournment:**

**MOTION:** Motion to adjourn the meeting at 1732

**RESULT:** All in favor; none opposed

**MOVED BY:** Steven Hasson

**SECONDED:** Pamela Cohen

Minutes Recorded By:  
Hannah Sovar-Knox, FF/CEP

\*Note: Due to technical difficulties there was not an available recording for FF Sovar-Knox to transcribe the minutes with. This document was put together by Cathy Dyer and Donna Graybill and formatted and edited by FF Sovar-Knox.