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## Puerco Valley Fire District

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### NOTICE OF MEETING

### \*\*\*CORRECTION ON TIME OF MEETING\*\*\*

The Fire Board of the Puerco Valley Fire District will meet in regular session on **April 11th, 2024, at 3:30 pm MST**. The meeting will be held at the Puerco Valley Fire Station in Sanders, Arizona. The Board may vote to go into executive session on any agenda item pursuant to A.R.S. § 38-431.03(A) (3) for legal advice with the district's attorney on matters as set forth in the agenda. Board Members or other participants may attend by telephonic conference. **The following items, topics, and any variables thereto, will be subject to Board consideration, discussion, approval, or other action. All items are set for possible action.**

### AGENDA

- 1. CALL TO ORDER / PLEDGE OF ALLEGIANCE: TIME 3:48pm**
- 2. ROLL CALL OF BOARD MEMBERS AND ATTENDEES: Directors Toni Wood, Darla Basamania, Linda Jones, Josie Forrester (via telephone), Sandy Begay was absent. Also present were Chief Wood, Chief Prentice, and Counsel Nicolas Cornelius (via telephone).**
- 3. CALL TO THE PUBLIC:**

Discussion and consideration of comments and complaints from the public. Those wishing to address the Puerco Valley Fire Board need not request permission in advance. The Fire District Board is not permitted to discuss or take action on any item raised on the call to the public. However, individual Board members may be permitted to respond to criticism directed to them. Otherwise, the Board may direct that staff review the matter or that the matter be placed on a future agenda. The Fire District Board cannot discuss or take legal action on any issue raised during the Call to the Public due to restrictions of the Open Meeting Law.
- 4. READING AND APPROVAL OF MINUTES:**

Meeting of March 13th, 2023, **MOTION Linda SECOND Darla CARRIED 3-1**  
**\*\*Josie abstained since she wasn't at this meeting\*\***

Special Meeting of March 22<sup>nd</sup>, 2023 **MOTION Josie SECOND Toni CARRIED 4-0**

## 5. OLD BUSINESS:

Status of CON matters/ Arizona Dept. of Health Services matters, Status of Audit, federal Grant matters, Ambulance Matters, Accounting/CPA matters -Counsel/Chief Prentice/Tami

- Brian Hubbell no longer works for AZDHS.
- The CON renewal paperwork has been turned in.
- Still receiving money from the 2019 SAFER grant. We will not be applying for the 2023 SAFER grant since we do not have all the required information.
- We got back our ambulance 1225, we will be stocking it, the mechanic will be doing an inspection, then we will get it inspected by DHS and get it put into service.

Update on Bank of America bank account- Tami

- We will have to contact the Corporation Commission and do an amendment to make the Firefighter Association active again. We will be putting a board member on it. We will then be able to close the account and transfer the money from it.

Snyder notice of claim-Counsel

- Will be handled by VFIS attorney Jeffrey Matura. Matura has interviewed Board Chair Toni Wood and previous Fire Chief Randall Anselmo.

Despain Preliminary Injunction/Civil Lawsuit/Ruling-Counsel

- The four vehicles that were in possession of Brandie Despain were returned to our station on 4/10/2024. This includes the 2021 Dodge Ambulance, the 2 black Dodge support trucks and the 2016 Ford F150. All vehicles were in good condition and are being inspected by a mechanic. A Stryker gurney that was inside the ambulance when it was removed by Brandie Despain, is missing. The attorneys will be requesting that back, as well as a computer and our social media logins.
- The Court Order issued to Brandie Despain also stated that all the money left in the Puerco Valley Ambulance Service account must be transferred to the court. There was close to \$900,000 in that account as of October 2023. In October 2023, Brandie Despain transferred close to \$900,000 to her Puerco Valley Ambulance Service Inc, Wells Fargo Account. On record, she stated that she knew a lawsuit was coming so she moved the money.
- In October 2023, Brandie Despain also obtained \$94,000 cashier's check from the Puerco Valley Ambulance Service account. She used that to buy a 2023 GMC Truck.
- Brandie Despain has been paying herself a monthly salary of \$7,500 since October 2023, from the Puerco Valley Ambulance Service account.

- On record, Brandie Despain stated she has paid close to \$700,000 to pay her attorneys since October 2023. This money came from the close to \$900,000 she removed from the Puerco Valley Ambulance Service account.
- During the court hearing on 3/27/2024, the judge did tell Brandie Despain that the Puerco Valley Ambulance Service account was treated as “her personal piggy bank”.

DeSpain CON hearing at Office of Administrative Hearings -Counsel

- The CON hearing is set for May 2024 but there may be a continuance.

## 6. REPORTS AND CORRESPONDENCE:

Correspondence

Fire Chief’s Report

- There has been a lot of maintenance being done on all vehicles. All maintenance has been done by Black & White Knight, which is in Sanders, AZ. They have been a great assistance to our Department.
- The two ambulances that were purchased by previous Fire Chief Randall Anselmo are currently not running. Chief Prentice will be looking to sell them both. There is already interest in purchasing them. Chief Prentice will get the value of them and let the Board know what the person offers to buy them. An approval by the Board will be made before any vehicles are sold.
- There are 3 run down vehicles in the back of the fire station. The mechanic Frankie, from Black & White Knight would like to trade them for doing maintenance on the drivable vehicles. The Board requested to know the amount of trades before approval.
- There is a fire department in SC that is interested in our Scott Packs. They would like to trade a Pearce Structure Engine for the Scott Packs. Chief Prentice will get all the details and bring that to the Board.

Expense Report

Financial Report

Approval of Finances: **MOTION** Linda **SECOND** Darla **CARRIED** 4-0

## 7. NEW BUSINESS:

Discussion and possible vote on moving money from the Auxiliary Account to the County Warrant Account

- The Board decided to move \$300,000 from the Auxiliary Account to the County Warrant Account.

**MOTION** Linda **SECOND** Josie **CARRIED** 4-0

Preparing the 2024-2025 Budget-Linda

- The budget must be posted for 20 days before being voted on. Chief Wood will be contacting accountants to get assistance in getting the budget created. There will be two different budgets, one for Fire and one for EMS.

Discussion and possible vote on holiday pay-Josie

- Going forward we will only be paying holiday pay for Federal Holidays. The holidays are New Years Day, MLK Day, Presidents Day, Memorial Day, July 4<sup>th</sup>, Labor Day, Columbus Day, Veterans Day, Thanksgiving, Christmas Eve, and Christmas. We will be paying the employees for Christmas Eve instead of Juneteenth.

**MOTION Linda SECOND Toni CARRIED 4-0**

**8. EXECUTIVE SESSION: TIME 4:56pm MOTION Linda SECOND Darla**

Status of CON matters, Status of Arizona Dept. of Health Services matters, Ambulance Matters, Accounting/CPA matters, Synder notice of Claim, Primary Injunction for Despain-Counsel;

Snyder notice of claim-Counsel

Despain Preliminary Injunction/Civil Lawsuit/Ruling-Counsel

DeSpain CON hearing at Office of Administrative Hearings -Counsel

**Return to open meeting at 5:09pm**

**9. NEXT FIRE BOARD MEETING WILL BE ON May 9th , 2024 at 3:30pm MST.**

**10. ADJOURNMENT: MOTION \_\_\_\_\_ SECOND \_\_\_\_\_**