

**NOTICE OF REGULAR MEETING
SAINT DAVID FIRE DISTRICT**

Under **A.R.S. 38-431.02** notice is hereby given to the members of the Saint David Fire District Board and to the general public that the Board will hold a **REGULAR** meeting open to the public on October 21, 2025, beginning at 05:00 pm at the **Cowboy Church, 106 S Lee Street St David, AZ 85630.**

OPENING OF THE MEETING

- A. Call to Order**
- B. Roll Call**
- C. Adoption of the Agenda**

The Governing Board reserves the right to reschedule, delete, or arrange items on the agenda to conduct business efficiently.

Time: 7:04
Katie Miller: x
Jeff Grant: x
Robin Goodman: x
M: K S: R Year: 3 Nay: __
Carried: __ Tabled: __ Remove: __

CALL TO THE PUBLIC

This is the time for the public to comment. Members of the Board may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01(H), action taken because of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date.

APPROVAL OF THE MINUTES

Review, discussion, and possible action regarding the Minutes of the August 27, 2025, of the Regular Meeting.

M: K S: R Year: 3 Nay: __
Carried: __ Tabled: __ Remove: __

REPORTS AND CORRESPONDENCE

A. Chief's Report

Fire Chief Andrew Krebs will present a summary of recent administrative and operational activities at SDFD, including information regarding incident response, training, vehicle and facility maintenance, legislative issues, and/or other relevant topics.

B. Treasurer's Report

Staff will provide a summary of the district's financial activities.

OLD BUSINESS

- A. Standard Operating Guidelines**
Review and possible action revisiting the SOG
- B. 5 Member Board**
Review and possible action changing the board to a 5 member board
- C.**
- D.**
- E.**

M: K S: r Year: __ Nay: __
Carried: __ Tabled: + Remove: __
M: K S: L Year: __ Nay: __
Carried: __ Tabled: T Remove: __
M: __ S: __ Year: __ Nay: __
Carried: __ Tabled: __ Remove: __
M: __ S: __ Year: __ Nay: __
Carried: __ Tabled: __ Remove: __
M: __ S: __ Year: __ Nay: __
Carried: __ Tabled: __ Remove: __

NEW BUSINESS

- A. Log RX**
Review and possible action Adopting Log RX
- B. Executive Session**
Executive Session to discuss a legal matter,
- C.**
- D.**
- F.**
- E. Items for Future Meetings**

M: K S: G Year: __ Nay: 3
Carried: __ Tabled: __ Remove: __
M: __ S: __ Year: __ Nay: __
Carried: __ Tabled: __ Remove: __
M: __ S: __ Year: __ Nay: __
Carried: __ Tabled: __ Remove: __
M: __ S: __ Year: __ Nay: __
Carried: __ Tabled: __ Remove: __
M: __ S: __ Year: __ Nay: __
Carried: __ Tabled: __ Remove: __

ADJOURNMENT

Dated this 20 day of October 20, 202 for the regular meeting to be held of October 21, 202

Time: 7:45

GOVERNING BOARD OF THE SAINT DAVID FIRE DISTRICT

*Pursuant to A.R.S. §38-431.03 (A)(1), Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body, except that, with the exception of salary discussions, an officer, appointee or employee may demand that the discussion or consideration occur at a public meeting.

Board Meeting OCT

Meeting date: October 21, 2025, 07:02 pm

Notes

Operations and Equipment Maintenance

- The team is managing increased call volume and facing critical equipment repairs that require careful financial decisions.
- **The department responded to 61 calls over two months**, including coverage for Benson's area during specialized training exercises, showing a significant workload increase (02:00)
 - This spike partly results from covering for Benson's team during their Hazmat and SSBUC training.
 - Chief Alex Pope highlighted challenges in mutual aid reliability, noting Benson's limited availability for emergency coverage.
 - Rescue 281 requires about **\$6,500 in immediate repairs** to be roadworthy, although it has over **242,000 miles**, raising concerns about the cost-effectiveness of further investment (06:53)
 - The department is weighing repair costs against the truck's lifespan, knowing diesel engines suffer under stop-start conditions typical for fire trucks.
- **Tender 21 is undergoing tank vision installation, but engine seals need replacement** due to exhaust smoke issues, with costs not yet determined (05:24)
 - This repair is expected to be easier due to engine accessibility, potentially reducing labor time.
 - The decision to prioritize this fix reflects the need to maintain reliable frontline vehicles without unexpected breakdowns.
- **Heaters to protect pumps from freezing will be ordered for about \$1,200**, with installation planned soon to prevent winter damage (40:06)
 - James is preparing to handle electrical work, and materials like conduit are being sourced.
 - Until heaters arrive, staff must remember to drain water from equipment to avoid freezing damage.
- **Ice machine noise issues were resolved by HVAC contractor Williams and Son**, who will

perform a thorough cleaning before reinstalling the unit (20:40)

- This maintenance ensures quieter operation and better working conditions in the bay area.

Training and Recruitment Initiatives

- The department is focusing on advancing staff skills and exploring new recruitment channels to address workforce challenges.
- **Anthony passed the IFTA Instructor 1 certification and is leading an Arson 3 class in Flagstaff, which will support local investigations and improve district capabilities (03:49)**
 - The current chief training class shows promising professionalism and strong ride-time performance among students, indicating effective internal development.
- **IMD's new paramedic program offers a phased training path with significant cost savings, reducing the total paramedic program cost to around \$6,000 compared to over \$12,000 at Cody's College (19:50)**
 - This approach lets trainees work at their current skill level while progressing, improving retention and experience.
 - The program shifts training focus to truck-based hours rather than hospital time, aligning more closely with actual field duties.
- **Plans are underway to launch a recruitment camp for younger candidates, inspired by Colorado's program certifying 16-year-olds for EMS roles. While Arizona doesn't currently allow 16-year-old certification, adapting this model could help attract local youth (12:50)**
 - The camp would be funded externally and provide hands-on exposure to the job's realities, improving recruitment quality and retention.
- **Pamphlet materials for community outreach and recruitment events are being developed and improved, with plans to add engaging visuals to better attract interest (14:33)**
 - This supports ongoing efforts to boost public awareness and volunteer recruitment.

Technology and Systems Upgrades

- Efforts to modernize documentation and communication systems face budget and vendor challenges, prompting the team to consider custom solutions.
- **The department is evaluating Log RX, a digital medication tracking system costing about \$1,250 annually, but concerns about cost and complexity led to hesitation (24:19)**
 - Alex and Anthony discussed building a simpler, customized digital system better suited to their small scale.

- Current manual sign-out sheets remain in use, but the goal is to move toward an easier, faster digital process that doesn't slow down restocking during emergencies.
- **County IT delays are holding up programming of new radios**, despite radios supporting over-the-air updates; efforts are ongoing to escalate with district supervisor Frank to resolve this quickly (10:50)
 - The new radios are critical for reliable communication, so clearing the backlog is a priority.
- **Battery backup for the Phoenix G2 alerting system is failing after 3.5 years and replacement scheduling is pending**, impacting station alert reliability (11:40)
 - Prompt replacement is needed to maintain alerting functions that signal emergency responses.
- **The department restored its SAM.gov account after years of inactivity**, reopening access to critical federal grant funding, including AFG, which had been stalled (15:50)
 - This reinstatement is essential to pursue funding opportunities for infrastructure and equipment upgrades.

Financial and Administrative Oversight

- The department is stabilizing its finances amid delayed payments and insurance challenges, while preparing for upcoming budget-sensitive purchases.
- **September ended with a modest deficit of about \$600, showing near break-even financial status**, reflecting steady revenue inflows starting to materialize (22:10)
 - This stability supports ongoing operations despite recent unexpected expenses like the \$450 tow bill for the engine stuck in mud.
- **The current workers' compensation insurance provider will not renew coverage**, citing high risk, forcing the department to urgently shop for alternative policies in a limited market (14:50)
 - Only two insurers nationwide currently cover EMS/fire, complicating the search and raising costs.
 - This risk highlights the need for better safety protocols and loss control to improve insurability.
- **State payments totaling about \$27,000, including back payments from last year, are pending**, with paperwork completed and the department awaiting the checks (15:30)
 - These funds will bolster cash flow and help cover urgent maintenance and operational costs.

- **The board approved contacting legal counsel to clarify documentation requirements for county reporting and compliance, ensuring proper governance and avoiding penalties (28:30)**
 - This step reflects due diligence in managing regulatory obligations.

Community Engagement and Events

- The department is enhancing community relations through educational events and employee morale initiatives.
- **Fire Prevention Day drew strong participation from local agencies and middle school students, receiving positive feedback from families, boosting community awareness (16:40)**
 - Agencies like Lifeline, HCI, and CDFR contributed resources and expertise to the event.
- **A high school career day is scheduled for November 20th from 8 a.m. to noon, featuring about 21 agencies and a four-star Blackhawk helicopter display by the US Border Patrol and Arizona Air National Guard (17:30)**
 - This event aims to inspire students toward emergency services careers and strengthen local partnerships.
- **An employee movie night planned for November 2nd will feature the film Code 3, known for its realistic EMS portrayal, accompanied by hamburgers and cotton candy to boost team morale (18:45)**
 - This informal gathering supports internal culture and provides a morale boost during a busy season.

Process and Protocol Improvements

- The department is refining operational workflows and documentation to increase efficiency and readiness.
- **Standard Operating Guidelines review was tabled, pending further discussion, indicating prioritization of other pressing issues (23:00)**
 - This pause allows focus on more immediate operational needs.
- **Manual medication and supply sign-out sheets remain in use while exploring digital options, emphasizing simplicity and speed for frontline staff (26:30)**
 - The team recognizes the challenge of balancing thorough documentation with rapid service demands.
- **Staff is reminded to drain water from equipment during cold spells until pump heaters are**

installed, preventing freeze damage and costly repairs (41:30)

- This protocol depends on consistent communication and compliance during winter months.
- **Legal documentation related to ongoing court matters will be scanned and organized before submission**, ensuring completeness and timely response to deadlines (42:30)
 - This preparation supports compliance and efficient legal process management.

Action items

Alex Pope

- Contact district supervisor Frank to escalate radio programming issues with county IT (11:40)
- Follow up with alerting system vendor to schedule battery backup replacement (11:40)
- Send funding proposal details for youth EMS recruitment camp to board members (13:09)
- Shop for alternative workers' compensation insurance carrier due to non-renewal of current policy (14:33)
- Submit all completed paperwork and coordinate with state for annual payment disbursements (15:50)
- Oversee pamphlet improvements for recruitment events (14:33)
- Coordinate heater purchase (~\$1,200) and related electrical supplies like conduit for pump protection (39:45)
- Ensure water is fully drained from pumps before cold weather until heaters are installed (41:45)
- Scan and prepare legal documents for attorney consultation regarding county requirements (42:30)
- Arrange meeting with legal counsel to clarify document submissions to county as motioned post-executive session (39:20)

Andrew

- Make call to legal team tomorrow to discuss county document provision requirements and next steps (39:20)

John

- Coordinate and prioritize \$6,500 worth of repairs to Rescue 281 to restore roadworthiness (06:53)

James Williams

- Conduct thorough cleaning and repair of vacuum and ice machines before placement in bay (20:24)
- Lead heater installation electrical work once supplies acquired (39:45)