

MINUTES OF MEETING  
OF THE CONGRESS FIRE DISTRICT

HELD May 15<sup>th</sup>, 2025

A public meeting of the Congress Fire District was convened at 1:00 p.m. on May 15<sup>th</sup>, 2025, at the Congress Fire District Office. The following matters were discussed, considered and decided at the meeting:

1. Call to Order: Meeting was called to Order at 1:00 p.m.
2. Roll Call: The following members of the Board of the Congress Fire District were present at the meeting; Brandi Bridges, Chair; Clerk of Board, Reggie MacDonald; Board Member, Jane Summers and Don Wessel. Member George Wickholm was absent. Also, present; Fire Chief Bryan Smith, Deputy Chief Anthony Tunis and Secretary/Treasurer Kaitlyn Brinkley. FF/EMTs Captain Sarilda Grantham, Eng. Nick Tallet and FF/EMT Rodriguez III.
3. Approval of Minutes: The minutes of the meeting of April 17, 2025, were reviewed. Reggie made a motion to approve the minutes; Jane seconded the motion; All in favor; minutes are approved.
4. Approval of Financial Reports: Financial reports for the month of April 2025 - consisting of Balance Sheet, Cash Flow (Budget vs. Actual), Transaction List, County Treasure Monthly Warrant Statement with Reconciliation, and County Treasure Monthly Capital Reserve Statement with Reconciliation were reviewed. Motion was made by Don to approve the financial reports for the month of April 2025; Reggie seconded; all in favor; financial reports are approved.
5. Correspondence: None.
6. Fire Chief's Report:

Provided is a packet that includes stats for the district—in the future, it will show three years' worth of stats. It will consist of the areas, response times, and the type of call. We have also created a water usage log so that we can provide the water district with the appropriate amount of water that has been used by the district. On July 1st, the new dispatch system will begin - a new repeater has been placed on Yarnell Hill, and the mechanics will be around soon to set the new terminals in the trucks. With this change, Priority Ambulance will be based back in Congress again - they will be the ambulance for the area but will be based out of here.

The second Paramedic class will graduate in two weeks. One of the graduating students will be stationed here in Congress on A- shift, and then all shifts will have a Paramedic on their crew.

A community outreach slip was created to send to the public with the water bill. It will give easy tips on being prepared for an emergency and share the RAVE emergency notification system.

E972 now has all the roll-up doors replaced. Once it is brought back to the station, E97 will be sent out for some repairs.

The mechanics have found a few leads on some water tenders—it will cost around \$5k/\$6k to make them fire-related water tenders.

Congress's very own FF Pascual is now fully certified as a firefighter. He passed the last portion of the test, the HazMat portion. Next, he will take his EMT test.

- 7. Old Business:
  - a. The board was provided with a Consortium pay schedule, which shows the pay scales and structure. It provides the starting wage in each step along with the add-ons, such as Paramedic, HazMat, FTO, Honor Guard, etc. You will also notice longevity pay, which starts at year five and caps out at year 15. All the Districts/Departments in the Consortium are now on the same starting pay schedule.
  - b. We contacted Chase Bank about a credit limit increase. After providing information such as financial and audit reports, Chase came back with an offer of a credit limit of \$10k. We approved the limit and should be expecting documentation in the mail with the approval and the reasoning for the limit of \$10k.
  
- 8. New Business: To begin gathering information from PSPRS, Kaitlyn needs to contact them to request an actuarial study. Reggie made a motion to approve proceeding with this information gathering. Jane seconded the motion. All in favor.
  
- 9. No Executive Session required.
  
- 10. Call to the Public: Volunteer information was requested, specifically in the realm of Wildland. We will contact the individual with further information.
  
- 11. Adjournment: Next regular meeting is Thursday June 19<sup>th</sup>, 2025, at 1 p.m. Motion was made by Brandi that this meeting be adjourned; seconded by Jane; meeting adjourned at 2:18 p.m.

Congress Fire District Governing Board

Secretary \_\_\_\_\_

Approved: \_\_\_\_\_