

MINUTES OF MEETING  
OF THE CONGRESS FIRE DISTRICT  
HELD September 19, 2024

A public meeting of the Congress Fire District was convened at 1:00 p.m. September 19, 2024, 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 of the Board. Reggie MacDonald, Clerk of the Board - absent, and Jane Summers, member. Also, present Fire Chief Bryan Smith, Deputy Chief Anthony Tunis, Secretary/Treasurer Kaitlyn Brinkley. FF/EMTs Captain Sarilda Grantham, Vince Rodriguez III.
3. Approval of Minutes: The minutes of the meeting of August 15, 2024, were reviewed. Jane made a motion to approve the minutes and Brandi seconded the motion. All in favor; minutes are approved.
4. Approval of Financial Reports: Financial reports for the month of August 2024 consisting of, County Treasurer Monthly Warrant Statement, and County Treasurer Monthly Capital Reserve Statement. Motion was made by Jane to approve the financial reports for the month of August 2024; Brandi seconded; all in favor; financial reports are approved.
5. Correspondence: None.
6. Fire Chief's Report:

Two fire incidents involving mutual aid help have occurred: a structure fire and a brush fire on Highway 89. The structure fire is being investigated, but we have no further information at this time.

Before the agreement was signed, Williamson Valley applied for a regional grant of \$200k for equipment. Congress will receive new hoses, nozzles, saws, etc., as part of the grant's dispersal. We have applied for Grants through the 100 Club, Firehouse Subs, and Federal grants for new turn-out gear for Congress so that the crews can have updated gear with proper sizing: it's looking to be between \$80-\$90k in grants.

With the SAM registration being renewed and active, Congress now has more opportunities to apply for Federal Grants. Next year, we can apply more for operations, training, personnel, etc. However, the regional grant we applied for new water tenders has reached appropriations but still needs crucial funding to be fully realized.

We are looking into new dispatch centers; we have had multiple meetings with opportunities in Wickenburg and Prescott. Prescott has voted to bring us in for all the equipment needed to be placed. The new system is expected to cost around \$100k. The system will be a GEO code for

every address and will help determine the type of assistance needed for the person who called 911. We are looking into this new dispatch due to some issues that we are having with our current dispatch system.

7. Old Business:

- a. Brandi has contacted AZ AirNet about the tower going up at the station. They are still working with the county to get the permits.
- b. The Chase account has been set up to offer direct deposit for the employees and update authorized users on the tax and Credit card accounts.
- c. The audit has officially begun, and we are working with the auditors and providing the requested documentation.
- d. Yavapai County sent a cancellation of Elections letter. George Wickholm was appointed to one of the open positions on the board. Kaitlyn will clarify with the county when Mr. Wickholm can officially be on the board.

8. New Business: The Board had inquiries about the administrative personnel role and its structure. Kaitlyn is an administrative personnel employee at Mayer Fire District, currently on loan to Congress Fire. She serves both Congress Fire and Mayer Fire, with each district covering a portion of her pay due to her work for both entities.

9. Executive session: None

10. Call the Public: None.

11. Adjournment: Next regular meeting is October 17, 2024, at 1:00 p.m. Motion was made by Brandi that this meeting be adjourned; seconded by Jane; meeting adjourned at 1:45 p.m.

Congress Fire District Governing Board

Secretary \_\_\_\_\_

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