

# Blue Ridge Fire District

## Blue Ridge Fire District Board of Directors Meeting

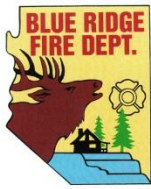
928-477-2751 <http://www.brfdaz.org/>  
5023 Enchanted Lane Happy Jack, Arizona 86024

March 20, 2026

9:00 AM

## Minutes

1. Call to Order The meeting was called to order at 9:06 by Chair Mike Bourne
2. Pledge of Allegiance
3. Roll Call of a Members: Brian Alexander, Mike Bourne, Laurie Hawke, Linda McDermott, Casey Samsill
4. Review and Adoption of the Agenda  
Brian Moved and Casey 2<sup>nd</sup> motion to adopt the agenda with amendments  
Motion passed unanimously
5. Saunders Presentation of Audit: Jim Saunders reported.
6. Call to the Public--  
CALL TO THE PUBLIC: ARS 38-431.01 (H)  
A public body may make an open call to the public meeting, subject to reasonable time, place and manner restrictions, to allow individuals to address the public body on any issue within the jurisdiction of the public body. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.  
Jim Caffroy expressed great appreciation to the Chief and Fire Folks for the excellent care he received during a recent emergency.
7. Review and Adoption of Minutes to February 20, 2026 Meeting  
Linda Moved and Brian 2<sup>nd</sup> motion to adopt the minutes to the February 20, 2026 meeting  
Motion passed unanimously
8. Announcements:  
BRCC Men's Breakfast March 21  
Prescribed burns any day at Starlight Pines going north on the west side of 87  
Starlighters Community Breakfast, Saturday, March 27, 2026 8-9:30 AM  
April 4, Blue Ridge Fire District Home Ignition Zone Course  
Winching Safety Class on April 9 at 9:00 AM, Offered by Mike Bourne, Location TBA  
May 2 Welcome Back to Mountain Pancake Breakfast at the Firehouse, 8:00 AM  
May 16 BRCST Speaker Event at the Firehouse, Community Awareness, 9-3:00  
May 12-14 CERT Training at the Firehouse  
June 13, BRCST Dinner and Auction at BRCC, auction items accepted
9. Reports and Correspondence
  - a. Chairperson's Report  
PSPRS Board Meeting on March 27<sup>th</sup> at the Fire Station 9:00 AM  
No updates from CCP 3&7, except they contacting residents
  - b. Chief's Report  
Personnel: 17 volunteers, 9 paid reserve, 7 full-time, and 1 part-time admin  
Apparatus: all in service; WT-111 anticipated 4/2026; BC Chester provided details on MEDIC-111; MEDIC-113 will be repaired after minor elk strike; WT-111 slide show on progress  
Incidents: total call volume for February was 15: EMS 12; 0 Fire; 2 MVC; 1 Service Call



# Blue Ridge Fire District

Training Report: 305 hours of training in February including wildland urban interface, rope systems, air bag lift systems, sepsis recognition and management, stroke and neurological assessment, medication protocols, and task books for new members.

Updates/Announcements: 2025 Coconino County Report completed by Chief Paine, 2024-2025 ARCR completed by BC Chester, BRFD Communications Project estimated completion this fiscal year, and the Fire Station Tower is functioning, Thank you to the BRFD Auxiliary for recent purchase, April 4, Blue Ridge Fire District Home Ignition Zone Course AND 3 Fire Folks have completed CPR Instructor Training, meaning that each shift now has a CPR Instructor. Thank you Cat Sobel, Megan Sewell, and Kyle Chambliss!

10. Review and Adoption of the February Financial Report  
Laurie Moved and Brian 2<sup>nd</sup> motion to adopt the February 2026 Financial Report  
Motion passed unanimously
11. OLD BUSINESS- None
12. NEW BUSINESS
  - a. Discussion with possible action to review and receive the Saunders' Audit.  
Discussion: Chair Mike Bourne asked how depreciation is figured, as the Board doesn't take depreciation into consideration during the budget process.  
Jim Saunders explained legal requirements and process.  
Brian Moved and Linda 2<sup>nd</sup> motion to receive the Saunders' Audit
  - b. Discussion with possible action to appoint a Budget Committee to form a 26-27 Budget  
Mike Moved and Laurie 2<sup>nd</sup> motion to appoint the entire Board and Fire Chief Paine and/or BC Chester and Beth Wise to the Budget Working Group.  
Motion passed unanimously  
First Budget meeting scheduled to after the next Board meeting
  - c. Discussion with possible action to change regular Board Meeting Schedule  
Casey suggested a time change to 3<sup>rd</sup> Friday of the month at 10:00 AM  
Discussion  
Linda moved, Laurie 2<sup>nd</sup> motion to table the Board Meeting schedule discussion until the next meeting  
Motion passed unanimously, Item is tabled
13. Adjournment  
Casey Moved and Linda 2<sup>nd</sup> motion to adjourn  
Motion passed unanimously  
Meeting was adjourned at 10:49

Respectfully Submitted,  
Laurie Hawke, Clerk

Next Meeting is April 17, 2026 at 9:00 AM  
Budget Committee first meeting is April 17, 2026 after the Board Meeting