

*Peoples Valley Fire District*  
*PO Box 936, Yarnell, AZ 85362*  
*17275 W.Burning Bush Drive, Peoples Valley, AZ 86332*  
**BOARD OF DIRECTORS**  
**STRATEGIC PLAN DEVELOPMENT COMMITTEE**  
**MEETING MINUTES**  
**The meeting was held at 18205 S. Highway 89**  
**Thursday, February 16, 2023, 1:00 PM**

Pursuant to Arizona Revised Statutes (A.R.S. § 38-431.02, notice is hereby given to the members of the Governing Board and the General Public that the Peoples Valley Fire District Governing Board will hold a Strategic Plan Development meeting on the date and time listed above at 17275 W. Burning Bush Drive, Peoples Valley, AZ. The topics listed and any variables thereto will be subject to Strategic Plan Development Committee consideration, discussion, approval, or other action. Copies of the Agenda are available at the Peoples Valley Fire Station. If any disabled person needs any type of accommodation, please notify the Peoples Valley Fire District prior to the scheduled meeting time. Members may be participating in all or a portion of the meeting telephonically. The Governing Board may consider any item on this agenda in any order and at any time during the meeting.

- 1. CALL TO ORDER at 1:06 by Ray Paiz**
- 2. PLEDGE OF ALLEGIANCE led by Bethany Strickland**
- 3. ROLL CALL OF COMMITTEE: present - Ray Paiz, Shawn Bomar, Wayne Keller, Grey Stafford, Neil Rifembark, Jacob Loaiza for Britteny Dwiggin**  
Absent – Britteny Dwiggin, Ronnie Hernandez, and James Jacob  
Public: Kelley Paiz, Bethany Strickland, Karl Kennedy, Jane Meyers, Mike Beyle,  
Lindon Gareis, Sherry Gareis, and Judy Garner  
Clerk: Lori Bomar
- 4. APPROVAL OF MINUTES**
  - A. Regular Meeting January 19, 2023
    - Wayne Keller made a motion to approve the Regular Meeting minutes from January 19, 2023, with corrections.
    - Seconded: Gray Stafford
    - Ayes: Ray Paiz, Shawn Bomar, Wayne Keller, Gray Stafford, Neil Rifembark, Jacob Loaiza
    - Nays: 0
    - Abstain: 0
    - Motion carries
- 5. CORRESPONDENCE:** Bethany Strickland is concerned about only one entrance/exit into and out of Peoples Valley. Chief Bomar explained that this will be addressed in the CWPP.
- 6. COMMITTEE REPORTS: none**
- 7. ACTION ITEMS**
  - A. Update of the General Outline for our Strategic Plan  
Page 5: Introduction – will be completed by Shawn Bomar, Lori Bomar, Jacob Loaiza, and Britteny Dwiggin  
Page 7: Achievements - Jane Meyers gave permission to use information from the history book. Chief Bomar will speak with Bob Brandon about the history.

Achievements should be listed by annual milepost dates.

Page 8: District Demographics and Service Levels – Chief Bomar will assign to staff.

B. Discussion/possible action on Priority 1. Asset Management of the Fire District for SWOT Analysis, Goals, and Objectives.

\*Track It versus Image Trend – Jacob Loaiza reported that Track It is very expensive, needs extra equipment, must train personnel, and is not practical in the field. Image Trend is a program that is already used by the district for EMS, and there is no cost to the district. It has an inventory section already built in. Many other departments are using this program for inventories. Coordinators will begin inventories using Image Trend and then train staff. Accountants are also familiar with this program. Asset inventories to include fixed, equipment, PPE, and consumable items.

\*Opportunities Discussed:

1. capitalize on the existing software (Image Trend) at no cost is imperative
2. little training is needed
3. it integrates readily with accounting procedures

\*Threats Discussed:

1. Track It is labor intensive, out of necessity

\*Within the next 60 days, basic development of inventory lists. Later, establish parameters with accountants and auditors.

\*Strengths – Ownership of all items except the mastication unit and inventories are being complied by the coordinators. Already use Image Trend.

\*Weaknesses – need all inventories completed and need asset accounting.

Education/implementation on Image Trend and specific reports for accountants and auditors.

**8. COMMITTEE MEMBER COMMENTS:** none

**9. Confirm the date for the next Strategic Plan Development Committee Meeting:**  
March 16, 2023, at 1:00 PM at the Old Peoples Valley School

**10. Adjournment at 2:29 PM**

- Chief Bomar made a motion to adjourn the meeting.
- Seconded: Jacob Loaiza
- Ayes: Ray Paiz, Shawn Bomar, Wayne Keller, Gray Stafford, Neil Rifenbark, Jacob Loaiza
- Nays: 0
- Abstain: 0
- Motion carries