



PO Box 3625
Grand Canyon, AZ 86023
928-638-3473 - Phone

Tusayan Fire District

AGENDA

Tusayan Fire District Board of Directors Regular Meeting
PURSUANT TO A.R.S. § 38-431.02 & § 38-431.03
March 31, 2022
TUSAYAN FIRE DISTRICT BUILDING
408 Highway 64, Tusayan Arizona

NOTICE: Members of the public may call in to hear the live audio by dialing (253)-215-8782 US (Tacoma) or (346)-248-7799 US (Houston) Meeting ID: 8917272885 Password: 6383473 or go to <https://us02web.zoom.us/j/8917272885?pwd=ejhCcDd3VjBaNUhhMnN2bnlpMk40UT09> Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Board of Directors of the Tusayan Fire District and to the general public that the TFD Board will hold a meeting open to the public on March 31, 2022 at 10:00 a.m. The Board may vote to go into executive session pursuant to A.R.S. § 38-431.03(A)(3) to discuss or consult for legal advice with the attorney for the District. If authorized by a majority vote of the TFD Board, an executive session may be entered and held immediately following a successful vote to enter executive session and will not be open to the public. The Board may change, in its discussion, the order in which any agenda items are discussed during the course of the meeting. Persons with a disability may request a reasonable accommodation by contacting the TFD at (928) 638-3473 as soon as possible.

10:00 a.m.

1. Confirmation of quorum/Call to the Public
 - a. ***One or two Board Members may attend by telephone*
 - b. ***Members of the public may address the board on items not on the printed agenda. The Board may not discuss, consider, or act upon any matter raised during public comment. Comments will be limited to three minutes per person.*
2. Discussion/Approval of February 24, 2022 regular scheduled Board Meeting Minutes
3. Financial Report
4. Fire Chiefs Update
5. Old Business
 - a. Discussion/Update on possible Subscriptions for out-of-district properties
 - b. Discussion/Update on Policies 200-202
6. New Business
 - a. None at this time
7. Action Item(s)
 - a. Discussion and possible action to approve EF Recovery \$25 billing, 2 policies
8. Board Member Reports
9. Adjourn

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at the General Store, at the Tusayan Fire District and at the Tusayan Town Hall all located in Tusayan, Arizona on this _____ day of March, 2022 at _____ in accordance with the statement filed by the Tusayan Fire District.

**DEDICATING OUR EFFORTS TO PROVIDE FOR THE SAFETY AND WELFARE OF THE CITIZENS AND VISITORS OF TUSAYAN AND OUR COMMUNITY
THROUGH THE PRESERVATION OF LIFE, PROPERTY, AND THE ENVIRONMENT.**



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Tusayan Fire District

MINUTES OF MONTHLY PUBLIC MEETING FOR THE TUSAYAN FIRE DISTRICT BOARD OF DIRECTORS

A PUBLIC MEETING OF THE TUSAYAN FIRE DISTRICT GOVERNING BOARD WAS CONVENED ON FEBRUARY 24, 2022 AT THE TUSAYAN FIRE STATION AND, VIA ZOOM CONFERENCE CALL, TUSAYAN AZ 86023.

CALL TO PUBLIC/CONFIRMATION OF QUORUM

Meeting was called to order at 10:07 a.m. The following members of the Tusayan Fire District were present in person were Board Chair John Vail and Board Member Becky Shearer and on the phone and Zoom was Elena Villanueva. Others in attendance were Fire Chief Greg Brush and Assistant Fire Chief Ray D'Albini. A quorum was confirmed.

Action Item(s)

Discussion and possible action to approve Audited Financial Statements for Fiscal Year 2021 – Hinton Burdick presented audited financial statements. No significant findings were reported, however, due to delayed funding sent by the town, spending exceeded revenues. John Vail motioned to approve the audited financial statements, Beck Shearer seconded the motion and it passed unanimously.

Old Business

Discussion/Update on possible Subscriptions for out-of-district properties - Fabienne from Eric & Sue's ranch discussed her planned glamping services down at Rowe Well. The operation will have glamping tents with a wooden platform, also water & septic will be provided. The goal is to have a "Fire & Emergency Plan" in place for the operation. F.S. reportedly stated that they will respond to an incident if possible. The goal is also to have defendable space, Firewise tactics, and a water source with tank and pump. Per county (Bob Short), a "written contract is required." Bob Short: 928.679.8874, bshort@coconino.az.gov.

Vail: "We will respond already...we can write a letter, if that's sufficient."

Fabienne: "Either Fire Department and/or Community Development Director need to sign off."

Vail: "We're happy to contact Bob Short", Shearer & Villanueva concur. **[Brush/Vail/Short Phone call set for 2/28/22]**

Discussion/Approval of January 13, 2022 regular scheduled Board Meeting Minutes

Becky motioned to approve the regularly scheduled January 13, 2022 minutes, Elena seconded, and the motion passed unanimously.

Financial Report

Financial Report was given verbally and in written form. (See form for details.) John motioned to approve the Financial Report, Becky seconded, and the motion passed unanimously

*DEDICATING OUR EFFORTS TO PROVIDE FOR THE SAFETY AND WELFARE OF THE CITIZENS AND VISITORS OF TUSAYAN AND OUR COMMUNITY
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Fire Chiefs Update

Chief's report given in verbal and written form. (See form for details.) Potential \$25 fee for billing passed onto billed from EF Recovery. After discussion, D'Albini was to find out more from company.

Old Business

Discussion/Update on bulk EDDM Postcard mailing – Discussed and completed

Discussion/Update on Policies 200-202 - Continue with research with Morgan/Ponderosa. Adjust wording for "Chief's discretion."

New Business

None at this time

Board Member Reports

For next meeting, discussion for subscriptions. Also, EF Recovery \$25 billing, 2 policies. Next meeting scheduled for March 31st.

Adjourn – John made a motion to adjourn at 11:27 a.m., Elena seconded, and the motion passed unanimously.

Minutes approved by Board on Date 3/31/22

By [Signature]

"To ensure compliance with Open Meeting Law, recipients of this message should not forward it to other board members or anyone. Board members may reply to this message, but they should not send a copy of the reply to other members."



PO Box 3625
Grand Canyon, AZ 86023
928-638-3473 - Phone
928-638-2897 - Fax

Tusayan Fire Department

FINANCIAL REPORT – February 2022

- Info current as of March 15, 2022
- Bank: \$116,213.44
- Reserve Funds Account: \$49,866.97
 - Grand total = \$166,080.41
- Accounts Payable
 - We have no checks to sign
- FY 2022 FDAT Revenue (Actual year to date): \$65,386.68
 - (Both FDAT and Tax increase are already factored into budget)
- Rental Income Valle: \$750.00
- Rental Income Station: \$2,060.00
- District Billing Fees: \$2,744.41
- Wildland Fire Income
 - Switching Kate's classification to Firefighter, then TFD qualifies for backfill coverage, therefore, increasing revenue for TFD.

**Tusayan Fire District
Profit & Loss Budget vs. Actual
July 2021 through June 2022**

	Jul '21 - Jun 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
FDAT	65,386.68	105,534.00	-40,147.32	62.0%
Grant Income	9,775.20	25,000.00	-15,224.80	39.1%
Pooled Interest	440.61	1,200.00	-759.39	36.7%
Prior Year Capital Carry Fwd	0.00	15,600.00	-15,600.00	0.0%
Town of Tusayan - Contributions	187,499.99	250,000.00	-62,500.01	75.0%
4000 - Property Tax Revenues	338,391.56	527,670.00	-189,278.44	64.1%
4310 - Other Revenue	1,705.99	2,000.00	-294.01	85.3%
Total Income	603,200.03	927,004.00	-323,803.97	65.1%
Gross Profit	603,200.03	927,004.00	-323,803.97	65.1%
Expense				
6000- PERSONNEL SERVICES	385,507.94	568,307.02	-182,799.08	67.8%
6100- RETIREMENT CONTRIBUTIONS	44,706.16	68,789.50	-24,083.34	65.0%
6200- INSURANCE	45,087.89	66,848.00	-21,760.11	67.4%
6300- EMPLOYEE BENEFITS	17,712.11	29,980.00	-12,267.89	59.1%
6400- FUEL, OIL, LUBRICANTS	118.28	2,500.00	-2,381.72	4.7%
6500- VEHICLE REPAIR & MAINT.	19,550.11	25,500.00	-5,949.89	76.7%
6600- SMALL TOOLS & EQUIPMENT	4,333.99	8,575.00	-4,241.01	50.5%
6650- FIRE PROTECTION & EQUIP.	2,387.53	11,600.00	-9,212.47	20.6%
6700- COMMUNICATION & DISPATCH	397.86	850.00	-452.14	46.8%
6900- DISPOSABLE SPLS/EQUIP	5,316.84	10,900.00	-5,583.16	48.8%
7000- ADMINISTRATIVE COSTS	12,921.75	22,043.00	-9,121.25	58.6%
7100- PROFESSIONAL SERVICES	11,175.93	11,600.00	-424.07	96.3%
7300- TRAINING	7,146.43	28,401.48	-21,255.05	25.2%
7400- INSURANCE - LIABILITY	12,174.00	15,700.00	-3,526.00	77.5%
7500- PUBLIC UTILITIES	14,241.82	12,400.00	1,841.82	114.9%
7600- LEASES & RENTALS	85,826.16	95,820.00	-9,993.84	89.6%
7700- REPAIRS & MAINTENANCE	10,631.85	10,150.00	481.85	104.7%
7850- GRANTS EXPENSE	1,047.27	25,000.00	-23,952.73	4.2%

6300

**Tusayan Fire District
Profit & Loss Budget vs. Actual
July 2021 through June 2022**

	Jul '21 - Jun 22	Budget	\$ Over Budget	% of Budget
7900- MISCELLANEOUS	5,793.33	4,900.00	893.33	118.2%
8000 - Town of Tusayan - IGA	0.00	0.00	0.00	0.0%
66900 - Reconciliation Discrepancies	0.00			
Total Expense	686,077.25	1,019,864.00	-333,786.75	67.3%
Net Ordinary Income	-82,877.22	-92,860.00	9,982.78	89.2%
Other Income/Expense				
Other Income				
4400- MISCELLANEOUS	32,585.85	69,860.00	-37,274.15	46.6%
4405 - Wildland Income	50,647.71	13,000.00	37,647.71	389.6%
District Service Fees	2,744.41	10,000.00	-7,255.59	27.4%
Total Other Income	85,977.97	92,860.00	-6,882.03	92.6%
Other Expense				
4406 - Wildland Expense	35,250.61	0.00	35,250.61	100.0%
4506 - Station Fire Expense	0.00	0.00	0.00	0.0%
COVID-19 National Paid Leave	-81.63	0.00	-81.63	100.0%
Total Other Expense	35,168.98	0.00	35,168.98	100.0%
Net Other Income	50,808.99	92,860.00	-42,051.01	54.7%
Net Income	-32,068.23	0.00	-32,068.23	100.0%

Tusayan Fire District
Profit & Loss
 July 2021 through June 2022

	Jul '21 - Jun 22
Ordinary Income/Expense	
Income	
FDAT	65,386.68
Grant Income	9,775.20
Pooled Interest	440.61
Town of Tusayan - Contributions	187,499.99
4000 - Property Tax Revenues	338,391.56
4310 - Other Revenue	1,705.99
Total Income	603,200.03
Gross Profit	603,200.03
Expense	
6000- PERSONNEL SERVICES	385,507.94
6100- RETIREMENT CONTRIBUTIONS	44,706.16
6200- INSURANCE	45,087.89
6300- EMPLOYEE BENEFITS	17,712.11
6400- FUEL, OIL, LUBRICANTS	118.28
6500- VEHICLE REPAIR & MAINT.	19,550.11
6600- SMALL TOOLS & EQUIPMENT	4,333.99
6650- FIRE PROTECTION & EQUIP.	2,387.53
6700- COMMUNICATION & DISPATCH	397.86
6900- DISPOSABLE SPLS/EQUIP	5,316.84
7000- ADMINISTRATIVE COSTS	12,921.75
7100- PROFESSIONAL SERVICES	11,175.93
7300- TRAINING	7,146.43
7400- INSURANCE - LIABILITY	12,174.00
7500- PUBLIC UTILITIES	14,241.82
7600- LEASES & RENTALS	85,826.16
7700- REPAIRS & MAINTENANCE	10,631.85
7850- GRANTS EXPENSE	1,047.27
7900- MISCELLANEOUS	5,793.33
8000 - Town of Tusayan - IGA	0.00
66900 - Reconciliation Discrepancies	0.00
Total Expense	686,077.25
Net Ordinary Income	-82,877.22
Other Income/Expense	
Other Income	
4400- MISCELLANEOUS	32,585.85
4405 - Wildland Income	50,647.71
District Service Fees	2,744.41
Total Other Income	85,977.97
Other Expense	
4406 - Wildland Expense	35,250.61

9:50 AM
03/29/22
Cash Basis

Tusayan Fire District
Profit & Loss
July 2021 through June 2022

	Jul '21 - Jun 22
COVID-19 National Paid Leave	-81.63
Total Other Expense	35,168.98
Net Other Income	50,808.99
Net Income	<u><u>-32,068.23</u></u>

Tusayan Fire District

3/29/2022 9:52 AM

Register: NorwestWarrant

From 02/01/2022 through 02/28/2022

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
02/02/2022			4000 · Property Tax Re...	Deposit		X	609.88	232,107.39
02/03/2022	832300210	Arizona Public Service	2000 · Accounts Payable		1,273.53	X		230,833.86
02/03/2022	832300211	Boundtree Medical	2000 · Accounts Payable	Inv# 84366642	182.21	X		230,651.65
02/03/2022	832300212	EF Recovery	2000 · Accounts Payable	Inv# 60902	9.35	X		230,642.30
02/03/2022	832300213	Flagtown Prints	2000 · Accounts Payable	Inv# 6316	4,366.42	X		226,275.88
02/03/2022	832300214	Greg Brush	2000 · Accounts Payable	AFDA Confere...	876.34	X		225,399.54
02/03/2022	832300215	Greg Lawrence	2000 · Accounts Payable	Forcible entry ...	500.00	X		224,899.54
02/03/2022	832300216	Linde Gas & Equipm...	2000 · Accounts Payable	Inv# 68457426	101.00	X		224,798.54
02/03/2022	832300217	P.K. Distributing dba...	2000 · Accounts Payable	Inv# 108310	71.91	X		224,726.63
02/03/2022	832300218	United Fire	2000 · Accounts Payable	Inv# 758633	1,300.88	X		223,425.75
02/03/2022	832300219	Valle Airpark, LLC	2000 · Accounts Payable	Inv# 3093	1,015.19	X		222,410.56
02/04/2022	ASRS02...	Arizona State Retire...	-split-	0990	4,328.08	X		218,082.48
02/04/2022	EFTPS02...	Tusayan Fire Depart...	-split-		4,795.30	X		213,287.18
02/04/2022	DD020422	Bruce D. Baker	-split-		1,652.88	X		211,634.30
02/04/2022	DD020422	Emily A Woolley	-split-		1,211.87	X		210,422.43
02/04/2022	DD020422	Gregory Lawrence	-split-		1,330.64	X		209,091.79
02/04/2022	DD020422	Kathleen Maragos	-split-		1,989.66	X		207,102.13
02/04/2022	DD020422	Raymond F D'Albini	-split-		2,000.14	X		205,101.99
02/04/2022	DD020422	Robert T Powell	-split-		1,034.48	X		204,067.51
02/04/2022	DD020422	Stephanie T. Root	-split-		485.35	X		203,582.16
02/04/2022	DD020422	Travis Moreno	-split-		1,438.96	X		202,143.20
02/04/2022	DD020422	Wesley Schmidt	-split-		301.63	X		201,841.57
02/04/2022	DD020422	Gregory M Brush	-split-		2,181.41	X		199,660.16
02/04/2022	832300209	Allana G. Briones	-split-		220.30	X		199,439.86
02/10/2022			-split-	Deposit 405		X	23,275.16	222,715.02
02/10/2022	832300220	Arizona Department ...	2100 · Payroll Liabilities	860843550	1,207.92	X		221,507.10
02/10/2022	832300221	Century Link	2000 · Accounts Payable	Inv# 928-638-3...	4.32	X		221,502.78
02/10/2022	832300221	Arizona Public Service	2000 · Accounts Payable	VOID: Reclass ...		X		221,502.78
02/10/2022	832300221	Audit Adjustment	2000 · Accounts Payable	VOID: Reclass ...		X		221,502.78
02/10/2022	832300221	Grand Canyon Natio...	2000 · Accounts Payable	VOID: Reclass ...		X		221,502.78
02/10/2022	832300222	Chase Card Services	2000 · Accounts Payable	Acct# 8236	5,673.78	X		215,829.00
02/10/2022	832300223	National Bank of Ari...	2000 · Accounts Payable	ACCT 116061...	22,542.91	X		193,286.09
02/10/2022	832300224	Audit Adjustment	2000 · Accounts Payable		13,680.77			179,605.32
02/15/2022	832300225	Arizona Public Service	2000 · Accounts Payable	Acct# 4681271...	68.74	X		179,536.58
02/15/2022	832300226	Century Link	2000 · Accounts Payable	Inv# 928-638-3...	162.40	X		179,374.18
02/15/2022	832300227	Diesel Support Grou...	2000 · Accounts Payable	E51 Turbo	875.00	X		178,499.18
02/15/2022	832300228	Direct TV	2000 · Accounts Payable	Inv# 05895366...	182.96	X		178,316.22
02/15/2022	832300229	Graves Butane	2000 · Accounts Payable		809.36	X		177,506.86
02/15/2022	832300230	Hinton Burdick	2000 · Accounts Payable	Inv# 258385	5,150.00	X		172,356.86
02/15/2022	832300231	Hydro Resources	2000 · Accounts Payable	Inv# 4420	134.68	X		172,222.18

Tusayan Fire District

3/29/2022 9:52 AM

Register: NorwestWarrant

From 02/01/2022 through 02/28/2022

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
02/15/2022	832300232	Northern Arizona Sig...	2000 · Accounts Payable	Inv# 0017700-IN	1,490.33			170,731.85
02/15/2022	832300233	Ray D'Albini	2000 · Accounts Payable	Postage	33.20	X		170,698.65
02/15/2022	832300234	TRIAD	2000 · Accounts Payable	Inv# 7549	74.95	X		170,623.70
02/18/2022	ASRS02...	Arizona State Retire...	-split-	0990	4,084.12	X		166,539.58
02/18/2022	EFTPS02...	Tusayan Fire Depart...	-split-		4,380.92	X		162,158.66
02/18/2022	DD021822	Allana G. Briones	-split-		293.04	X		161,865.62
02/18/2022	DD021822	Bruce D. Baker	-split-		1,484.25	X		160,381.37
02/18/2022	DD021822	Gregory Lawrence	-split-		1,328.96	X		159,052.41
02/18/2022	DD021822	Kathleen Maragos	-split-		1,198.24	X		157,854.17
02/18/2022	DD021822	Raymond F D'Albini	-split-		1,601.83	X		156,252.34
02/18/2022	DD021822	Robert T Powell	-split-		1,029.46	X		155,222.88
02/18/2022	DD021822	Stephanie T. Root	-split-		1,362.39	X		153,860.49
02/18/2022	DD021822	Travis Moreno	-split-		666.34	X		153,194.15
02/18/2022	DD021822	Emily A Woolley	-split-		1,211.88	X		151,982.27
02/18/2022	DD021822	Gregory M Brush	-split-		2,181.41	X		149,800.86
02/22/2022			4000 · Property Tax Re...	Deposit		X	34.40	149,835.26
02/28/2022			4000 · Property Tax Re...	Deposit		X	161.35	149,996.61
02/28/2022			FDAT	Deposit		X	251.91	150,248.52
02/28/2022			FDAT	Deposit		X	1,585.47	151,833.99
02/28/2022			FDAT			X	0.19	151,834.18
02/28/2022			Pooled Interest	Interest		X	21.66	151,855.84

Tusayan Fire District
Deposit Detail
February 2022

Type	Num	Date	Name	Account	Amount
Deposit		02/02/2022		NorwestWarrant	609.88
				4000 · Property Tax ...	-609.88
TOTAL					-609.88
Deposit		02/10/2022		NorwestWarrant	23,275.16
				4403 - Station Rent	-1,060.90
				4403 - Station Rent	-1,000.00
				7506 - Utility Payme...	-350.00
				4404 - Donations	-30.93
Payment	5799	02/10/2022	Town of Tusayan	1499 · Undeposited ...	-20,833.33
TOTAL					-23,275.16
Deposit		02/22/2022		NorwestWarrant	34.40
				4001 · Property Tax ...	-34.40
TOTAL					-34.40
Deposit		02/28/2022		NorwestWarrant	161.35
				4000 · Property Tax ...	-161.35
TOTAL					-161.35
Deposit		02/28/2022		NorwestWarrant	251.91
				FDAT	-251.91
TOTAL					-251.91
Deposit		02/28/2022		NorwestWarrant	1,585.47
				FDAT	-1,585.47
TOTAL					-1,585.47
Deposit		02/28/2022		NorwestWarrant	0.19
				FDAT	-0.19
TOTAL					-0.19
Deposit		02/28/2022		NorwestWarrant	21.66
				Pooled Interest	-21.66
TOTAL					-21.66
Deposit		02/28/2022		Reserve Funds	4.25
				4401- Interest Earned	-4.25
TOTAL					-4.25

9:55 AM

03/29/22

Tusayan Fire District
A/P Aging Summary
As of March 29, 2022

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
Amerigas - 2554	0.00	0.00	0.00	0.00	-60.84	-60.84
EMI Health	0.00	-4,167.73	0.00	0.00	0.00	-4,167.73
PLIC	0.00	-187.08	0.00	0.00	0.00	-187.08
Red Feather Properties	0.00	-2,315.25	0.00	0.00	0.00	-2,315.25
VSP	0.00	-82.62	0.00	0.00	0.00	-82.62
TOTAL	0.00	-6,752.68	0.00	0.00	-60.84	-6,813.52

Tusayan Fire District
A/R Aging Summary
As of March 29, 2022

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
TOTAL	0.00	0.00	0.00	0.00	0.00	0.00

Tusayan Fire District
 Profit & Loss Budget vs. Actual
 July 2021 through June 2022

10:23 AM
 03/29/2022
 Cash Basis

	Jul '21 - Jun 22	Budget	\$ Over Budget	% of Budget
7900- MISCELLANEOUS				
7903- Awards/Memorials	86.03	400.00	-313.97	21.51%
7905- Beverages	1,084.69	1,000.00	84.69	108.47%
7906- Misc.	426.65	1,200.00	-773.35	35.55%
7907- Department Shirts	500.00	500.00	0.00	100.0%
7908 - Department Uniform Coats	346.86	400.00	-53.14	86.72%
7909 - Patches	-204.00	0.00	-204.00	100.0%
7910 · TFD Supporter Shirts Expense	3,242.30	1,200.00	2,042.30	270.19%
7911 · Misc. Shirt Expense	5.95	200.00	-194.05	2.98%
7900- MISCELLANEOUS - Other	304.85	0.00	304.85	100.0%
Total 7900- MISCELLANEOUS	5,793.33	4,900.00	893.33	118.23%

Tusayan Fire District
 Profit & Loss Budget vs. Actual
 July 2021 through June 2022

10:23 AM
 03/29/2022
 Cash Basis

	Jul '21 - Jun 22	Budget	\$ Over Budget	% of Budget
7900- MISCELLANEOUS				
7903- Awards/Memorials	86.03	400.00	-313.97	21.51%
7905- Beverages	1,084.69	1,000.00	84.69	108.47%
7906- Misc.	426.65	1,200.00	-773.35	35.55%
7907- Department Shirts	500.00	500.00	0.00	100.0%
7908 - Department Uniform Coats	346.86	400.00	-53.14	86.72%
7909 - Patches	-204.00	0.00	-204.00	100.0%
7910 · TFD Supporter Shirts Expense	3,242.30	1,200.00	2,042.30	270.19%
7911 · Misc. Shirt Expense	5.95	200.00	-194.05	2.98%
7900- MISCELLANEOUS - Other	304.85	0.00	304.85	100.0%
Total 7900- MISCELLANEOUS	5,793.33	4,900.00	893.33	118.23%

Month End Summary Sheet

Fire District	Tusayan Fire Dept
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Month

22-Jan

Balance Forward	\$51,425.00
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Charges	\$500.00
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1

Payments			
Date	Amount	EFT	FD
Net Payments	\$0.00		
Refunds	\$0.00		
Net Payments	\$0.00		

Fee Schedule	
Collections	\$0.00
Uncollectible	\$0.00
Charity	\$0.00
Deceased	\$0.00
Ending A/R	\$51,925.00

Aging Summary by Schedule/Event (Aging Date)

Aging as of 2/28/2022; and
 Trip Date IS BETWEEN 1/1/01/2005 AND 02/28/2022; AND Company IS Tusayan Fire District; AND Status IS NOT Closed

Tusayan Fire District

Schedule / Event	Current	31-60	61-90	91-120	121-180	Over 180	Total
<None>	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Totals For <None>	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Invoice / Priv Pay	Current	31-60	61-90	91-120	121-180	Over 180	Total
No Bill Sent	0.00	0.00	2,100.00	0.00	0.00	0.00	2,100.00
Sent 1st Invoice	500.00	0.00	0.00	0.00	0.00	0.00	500.00
Totals For Invoice / Priv Pay	500.00	0.00	2,100.00	0.00	0.00	0.00	2,600.00

Invoice-Tusayan	Current	31-60	61-90	91-120	121-180	Over 180	Total
Sent 1st Invoice	8,400.00	0.00	0.00	0.00	0.00	0.00	8,400.00
Sent 2nd Invoice	0.00	0.00	1,050.00	0.00	0.00	0.00	1,050.00
Sent 3rd Invoice	0.00	0.00	4,225.00	0.00	0.00	0.00	4,225.00
Totals For Invoice-Tusayan	8,400.00	0.00	5,275.00	0.00	0.00	0.00	13,675.00

NEW Insurance 1500	Current	31-60	61-90	91-120	121-180	Over 180	Total
Sent to Insurance	8,925.00	0.00	0.00	0.00	0.00	0.00	8,925.00
Totals For NEW Insurance 1500	8,925.00	0.00	0.00	0.00	0.00	0.00	8,925.00

NEW Insurance 1500 w/trip rpt:	Current	31-60	61-90	91-120	121-180	Over 180	Total
Sent to Insurance	3,150.00	0.00	0.00	0.00	0.00	0.00	3,150.00
Totals For NEW Insurance 1500 w/trip rpt	3,150.00	0.00	0.00	0.00	0.00	0.00	3,150.00

NEW SCAN Health Plan 1500 Lump	Current	31-60	61-90	91-120	121-180	Over 180	Total
Appeal Pending	2,625.00	0.00	0.00	0.00	0.00	0.00	2,625.00
Totals For NEW SCAN Health Plan 1500	2,625.00	0.00	0.00	0.00	0.00	0.00	2,625.00

Pre Bill Missing Information	Current	31-60	61-90	91-120	121-180	Over 180	Total
Addendum Needed	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Signature Needed	0.00	0.00	16,250.00	0.00	0.00	0.00	16,250.00
Totals For Pre Bill Missing Information	0.00	0.00	16,250.00	0.00	0.00	0.00	16,250.00

Zirmed Commercial	Current	31-60	61-90	91-120	121-180	Over 180	Total
Phone Call Needed	0.00	0.00	1,575.00	0.00	0.00	0.00	1,575.00
Sent to Zirmed	500.00	0.00	0.00	0.00	0.00	0.00	500.00
Totals For Zirmed Commercial	500.00	0.00	1,575.00	0.00	0.00	0.00	2,075.00

EF Recovery Rescue Billing

Total billed	\$20,494.10
Total Collected	\$3,134.92
Collections	
Total outstanding	\$17,359.18

Aging Summary by Schedule/Event (Aging Date)

Aging as of 2/28/2022; and

Trip Date IS BETWEEN 11/01/2005 AND 02/28/2022; AND Company IS Tusayan Fire District; AND Status IS NOT Closed

Tusayan Fire District

Schedule / Event	Current	31-60	61-90	91-120	121-180	Over 180	Total
Zirned Commercial Lumped							
No Bill Sent	0.00	0.00	1,575.00	0.00	0.00	0.00	1,575.00
Sent to Zirned	0.00	1,050.00	0.00	0.00	0.00	0.00	1,050.00
Totals For Zirned Commercial Lumped	0.00	1,050.00	1,575.00	0.00	0.00	0.00	2,625.00
	24,100.00	1,050.00	26,775.00	0.00	0.00	0.00	51,925.00



PO Box 3625 Grand Canyon, AZ 86023
(928) 638-3473 - Phone

Tusayan Fire District

Signature/Claim Submission Authorization Form

Patient Name: _____ Service Date: _____

Privacy Practices Acknowledgment: by signing below, the signer acknowledges that Tusayan Fire District provided a copy of its Notice of Privacy Practices to the patient or other party with instructions to provide the Notice to the patient. ***A copy of this form is valid as an original***

SECTION I - PATIENT SIGNATURE

The patient must sign here unless the patient is physically or mentally incapable of signing.

NOTE: if the patient is a minor, the parent or legal guardian should sign in this section.

I authorize the submission of a claim to Medicare, Medicaid, or any other payer for any services provided to me by Tusayan Fire District now, in the past, or in the future, until such time as I revoke this authorization in writing. I understand that I am financially responsible for the services and supplies provided to me by TFD, regardless of my insurance coverage, and in some cases, may be responsible for an amount in addition to that which was paid by my insurance. I agree to immediately remit to TFD any payments that I receive directly from insurance or any source whatsoever for the services provided to me and I assign all rights to such payments to TFD. I authorize TFD to appeal payment denials or other adverse decisions on my behalf. I authorize and direct any holder of medical, insurance, billing or other relevant information about me to release such information to TFD and its billing agents, the Centers for Medicare and Medicaid Services, and/or any other payers or insurers, and their respective agents or contractors, as may be necessary to determine these or other benefits payable for any services provided to me by TFD, now, in the past, or in the future. I also authorize TFD to obtain medical, insurance, billing and other relevant information about me from any party, database or other source that maintains such information.

If the patient signs with an "X" or other mark, a witness should sign below.

X _____
Patient Signature or Mark Witness Signature Date

SECTION II - AUTHORIZED REPRESENTATIVE SIGNATURE

Complete this section only if the patient is physically or mentally incapable of signing.

Describe the circumstances that make it impractical for the patient to sign: _____

I am signing on behalf of the patient to authorize the submission of a claim to Medicare, Medicaid, or any other payer for any services provided to the patient by [TFD] now or in the past or in the future. By signing below, I acknowledge that I am one of the authorized signers listed below. My signature is not an acceptance of financial responsibility for the services rendered.

Authorized representatives include only the following individuals:

- Patient's legal guardian
- Relative or other person who receives social security or other governmental benefits on behalf of the patient
- Relative or other person who arranges for the patient's treatment or exercises other responsibility for the patient's affairs
- Representative of an agency or institution that did not furnish the services for which payment is claimed (i.e., ambulance services) but furnished other care, services, or assistance to the patient

X _____
Representative Signature Date Printed Name of Representative

You have the right to:

- Get a copy of your paper or electronic medical record
- Correct your paper or electronic medical record
- Request confidential communication
- Ask us to limit the information we share
- Get a list of those with whom we've shared your information
- Get a copy of this privacy notice
- Choose someone to act for you
- File a complaint if you believe your privacy rights have been violated

We may use and share your information as we:

- Treat you
- Run our organization
- Bill for our provided services
- Help with public health and safety issues
- Do research
- Comply with the law
- Respond to organ and tissue donation requests
- Work with a medical examiner or funeral director
- Address workers' compensation, law enforcement, and other government requests
- Respond to lawsuits and legal actions

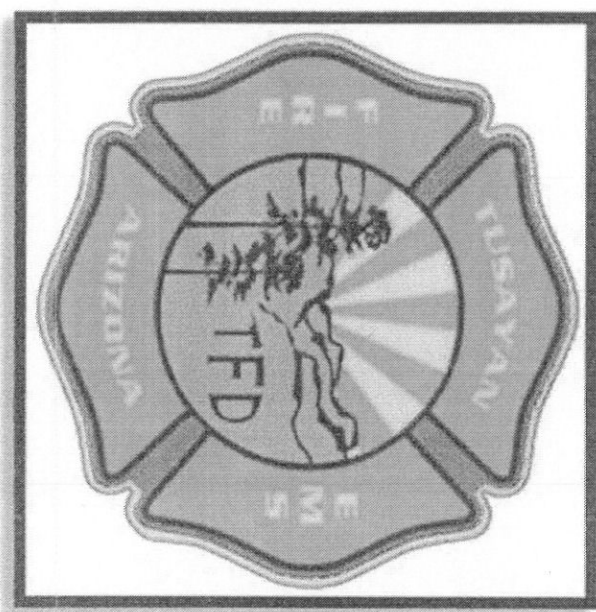
Our Responsibility to:

- Maintain the privacy and security of your protected health information.
- Let you know promptly if a breach occurs that may have compromised the privacy or security of your information.
- Follow the duties and privacy practices described in this notice and give you a copy of it.
- Not use or share your information other than as described here unless you tell us we can in writing. If you tell us we can, you may change your mind at any time. Let us know in writing if you change your mind.

Please note that we never market or sell your personal information, and we will not contact you for fundraising.

TUSAYAN FIRE DISTRICT

**HEALTH INSURANCE PORTABILITY
and
ACCOUNTABILITY ACT
(HIPAA)**



Tusayan Fire District Notice of Privacy Practices & Legal Rights

THIS NOTICE DESCRIBES HOW MEDICAL INFORMATION ABOUT YOU MAY BE USED AND DISCLOSED AND HOW YOU CAN GET ACCESS TO THIS INFORMATION. PLEASE REVIEW IT CAREFULLY.

Purpose of this Notice:

We are required by law to maintain the privacy of certain confidential health care information, known as Protected Health Information or PHI, and to provide you with a notice of our legal duties and privacy practices with respect to your PHI. This Notice describes your legal rights, advises you of our privacy practices, and lets you know how we are permitted to use and disclose PHI about you. We are also required to abide by the terms of the version of this Notice currently in effect.

Uses and Disclosures of PHI:

We will not use or disclose your PHI for any purpose other than treatment, payment, and healthcare operations unless you have signed a form authorizing the use or disclosure with the exceptions of the situations outlined below.

Authorization is also required for sale of PHI, disclosures of psychotherapy notes, marketing uses and disclosures when you receive payment from a third party. Examples of our use of PHI:

For Treatment

This includes such things as verbal and written information that we obtain about you and use pertaining to your medical condition and treatment provided to you by us and other medical personnel (including doctors and nurses who give orders to allow us to provide treatment to you). It also includes information we give to other healthcare personnel to whom we transfer your care and treatment, and includes transfer of PHI via radio or telephone to the hospital or dispatch centers well as providing the hospital with a copy of the written record we create in the course of providing you with treatment and transport.

For Payment

This includes any activities we must undertake in order to get reimbursed for the services we provide to you, including such things as organizing your PHI and submitting bills to insurance companies (either directly or through a third party billing company), management of billed claims for services rendered, medical necessity determinations and reviews, utilization review, and collection of outstanding accounts.

For Healthcare Operations

This includes quality assurance activities, licensing, and training programs to ensure that our personnel meet our standards of care and follow established policies and procedures, obtaining legal and financial services, conducting business planning, processing grievances and complaints, creating reports that do not individually identify you for data collection purposes.

Use & Disclosure of PHI Without Your Authorization

We are permitted to use PHI without your written authorization, or opportunity to object in certain situations, including: For our use in treating you or in obtaining payment for services provided to you or in other healthcare operations and for the treatment activities of another healthcare provider.

To another healthcare provider or entity for the payment activities of the provider or entity that receives the information (such as your hospital or insurance company), or to another healthcare provider (such as the hospital to which you are transported) for the healthcare operations activities of the entity that receives the information as long as the entity receiving the information has or has had a relationship with you and the PHI pertains to that relationship.

To a family member, other relative, or close personal friend or other individual involved in your care if we obtain your verbal agreement to do so or if we give you an opportunity to object to such a disclosure and you do not raise an objection. We may also disclose health information to your family, relatives, or friends if we infer from the circumstances that you would not object. For example, we may assume you agree to our disclosure of your personal health information to your spouse when your spouse has called 911 or help for you.

In situations where you are not capable of objecting (because you are not present or due to your incapacity or medical emergency), we may, in our professional judgment, determine that a disclosure to your family member, relative, or friend is in your best interest. In that situation, we will disclose only health information relevant to that person's involvement in your care. For example, we may inform the person who accompanied you in the ambulance that you have certain symptoms and we may give that person an update on your vital signs and treatment that is being administered by our EMS crew.

To a public health authority in certain situations (such as reporting a birth, death or disease as required by law, as part of a public health investigation, to report child or adult abuse or neglect or domestic violence, to report adverse events such as product defects, or to notify a person about exposure to a possible communicable disease as required by law).

For health oversight activities including audits or government investigations, inspections, disciplinary proceedings, and other administrative or judicial actions undertaken by the government (or their contractors) by law to oversee the health care system. For healthcare fraud and abuse detection or for activities related to compliance with the law.

For judicial and administrative proceedings as required by a court or administrative order, or in some cases in response to a subpoena or other legal process.

For law enforcement activities in limited situations, such as when there is a warrant for the request, or when the information is needed to locate a suspect or stop a crime.

For military, national defense and security and other special government functions;

To avert a serious threat to the health and safety of a person or the public at large; For workers' compensation purposes, and in compliance with workers' compensation laws;

To coroners, medical examiners, and funeral directors for identifying a deceased person, determining cause of death, or carrying on their duties as authorized by law.

If you are an organ donor, we may release health information to organizations that handle organ procurement or organ, eye or tissue transplantation or to an organ donation bank, as necessary to facilitate organ donation and transplantation.

For research projects, but this will be subject to strict oversight and approvals and health information will be released only when there is a minimal risk to your privacy and adequate safeguards are in place in accordance with the law. We may use or disclose health information about you in a way that does not personally identify you or reveal who you are.

Any other use or disclosure of PHI, other than those listed above will only be made with your written authorization. (The authorization must specifically identify the information we seek to use or disclose, as well as when and how we seek to use or disclose it). You may revoke your authorization at any time, in writing, except to the extent that we have already used or disclosed medical information in reliance on that authorization.

Access to Your Protected Health Information

As a patient, you have a right to receive a paper or electronic and/or inspect much of the PHI we retain on your behalf unless excluded by law. All requests for access must be submitted on a HIPAA compliant records release form and signed by you or your legal representative, or a subpoena. We may charge you a reasonable fee for you to copy any medical information that you have the right to access. In limited circumstances, we may deny you access to your medical information, and you may appeal certain types of denials.

The Right to Amend Your PHI

You have the right to ask us to amend written medical information that we may have about you. We will generally amend your information within 60 days of your request and will notify you when we have amended the record. We are permitted by law to deny your request to amend your medical information only in certain circumstances like when we believe the information you have asked us to amend

is correct. If you wish to request that we amend the medical information that we have about you, you should contact the privacy officer listed at the end of this Notice.

The Right to Request an Accounting of Our Use & Disclosure of PHI

You may request an accounting from us of certain disclosures of your medical information that we have made in the last six years prior to the date of your request. We are not required to give you an accounting of information we have used or disclosed for purposes of treatment payment or health care operations, or when we share your health information with our business associates, like our billing company or a medical facility from/to which we have transported you. We are also not required to give you an accounting of our uses of protected health information for which you have already given us written authorization on. If you wish to request an accounting of the medical information about you that we have used or disclosed that is not exempted from the accounting requirement, you should contact the privacy officer listed at the end of this Notice.

The Right to Request That We Restrict the Uses & Disclosures of Your PHI

You have the right to request that we restrict how we use and disclose your medical information that we have about you for treatment, payment or health care operations, or to restrict the information that is provided to family, friends and other individuals involved in your health care. You have the right to pay out of pocket in full and request that we not disclose your PHI to a health plan for payment or healthcare operations purposes. We are required to comply with your request for this type of restriction. But if you request a restriction of your health information and this information is needed to provide you with emergency treatment, then we may use the PHI or disclose the PHI to a healthcare provider to afford you with emergency treatment. We are not required to agree to any restrictions you request, but any restrictions agreed to by us are binding.

Right to Obtain Copy of Notice

You may obtain a copy of this Notice at our website: WWW.TUSAVANFIRE.ORG or obtain a paper copy through the administration office listed below.

Breach Notification

In the event of a Breach of Unsecured PHI, we shall comply with the HIPAA/HITECH Breach notification requirements, which will include notification and actions we took to minimize the impact that breach may or could have had on you and/or your family member(s).

Revisions to the Notice

We reserve the right to change the terms of this Notice at any time, and the changes will be effective immediately and will apply to all protected health information that we maintain. Any material changes to the Notice will be promptly posted in our facilities and posted to our web site, if we maintain one. You can get a copy of the latest version of this Notice by contacting the Privacy Officer identified below.

Your Legal Rights and Complaints

You also have the right to complain to us, or to the Secretary of the United States Department of Health and Human Services if you believe your privacy rights have been violated. You will not be retaliated against in any way for filing a complaint with us or to the government. Comments or complaints may be directed to the privacy officer listed at the end of this Notice. Individuals will not be retaliated against for filing a complaint.

To request access to your PHI, if you have any questions, or if you wish to file a complaint or exercise any rights listed in this Notice, please contact:

Tusayan Fire District

PO Box 3625

Grand Canyon, AZ, 86023

Phone: (928)638-3473

WWW.TUSAVANFIRE.ORG

