



LAKE MOHAVE RANCHOS

FIRE DISTRICT

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MINUTES OF SPECIAL MEETING OF THE LAKE MOHAVE RANCHOS FIRE DISTRICT GOVERNING BOARD

*The Governing Board of the Lake Mohave Ranchos Fire District met in special session on **4-11-2019 at 2:00 p.m.** The meeting was held at **The Chamber of Commerce 16154 Pierce Ferry Rd. Dolan Springs, AZ.** The Board may vote to go into executive session on any agenda item, pursuant to A.R.S. §38-431.03(A)(3) for legal advice with the District's attorney on matters as set forth in the agenda item. The following topics and any variables thereto, will be subject to Board consideration, discussion, approval, or other action. All items are set for possible action.*

MINUTES

1) CALL TO ORDER.

- Director Reh-Bower called the Meeting to order at approximately 2:20 p.m.

2) ROLL CALL OF BOARD MEMBERS.

- Joe Campbell, Deb Cass, Ellen Reh-Bower and Charlotte Kiffer were present.

3) PLEDGE OF ALLEGIANCE.

- Recited.

4) CALL TO THE PUBLIC & CORRESPONDENCE. *(Consideration and discussion of comments and complaints from the public. Those wishing to address the Lake Mohave Ranchos Fire District Board need not request permission in advance. The Fire District Board is not permitted to discuss or take action on any item(s) that are not on the Agenda that are raised in the call to the public. However, individual Board Members may be permitted to respond to criticism directed to them. Otherwise, the Board may direct that staff review the matter or that the matter be placed on a future agenda. The Fire District Board cannot discuss or take legal action on any issue raised during the Call to the Public due to restriction of the Opening Meeting Law).*

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5) BUSINESS.

- a. Discussion and possible action regarding: Acknowledgement and acceptance of resignation from Eric Terrill, LMRFD Board Chair/Board Member effective 4/1/2019. (Reh-Bower)
- b. Discussion and possible action regarding: Announcement and notice of open LMRFD Board Member position; information. (Reh-Bower/Administration)

- The Board by consensus they combined items a & b.
- Director Reh-Bower read aloud the resignation letter from Eric Terrill, effective 4/1/19 from the LMRFD Governing Board. Director Cass motioned to accept Director Terrill's resignation letter, Director Campbell 2nd. Directors Cass, Campbell, Kiffer and Reh-Bower voted, 'aye,' Motion carried, unanimously.
- Director Cass motioned to post the Board vacancy announcement on the Website and within the Daily Miner, Director Campbell 2nd. Directors Cass, Campbell, Kiffer and Reh-Bower all voted, 'aye.' Motion carried, unanimously.
- c. Discussion and possible action regarding: Assistance with Assessment process for Interim Fire Chief/Fire Chief for LMRFD re: Chief Ted Martin; President, MCFOA; introduction by Chief Martin. (Martin)
- d. Discussion and possible action regarding: Defining job description / job summary for Interim Fire Chief/Fire Chief. (Board/Administration/Martin)
- e. Discussion and possible action regarding: Assessment process for qualified candidates. (Board/Administration/Martin)
- f. Discussion and possible action regarding: Announcement of open position for Interim Fire Chief/Fire Chief for LMRFD; posting of announcement on AFDA, AZ Fire Chief's Association, MCFOA, LMRFD Website and other outlets; posting of application, job description/job summary and items like. (Board/Administration/Martin)
- The Board by consensus combined items C-F for purposes of full discussion at one time.
- Chief Ted Martin from Mohave Valley Fire District attended as a guest speaker to show support in helping LMRFD with Chief position and/or Management Agreement resources. Chief Martin comes from IL, has worked for GVFD and is also involved with AFDA. Chief Martin reviewed the Board Member's duties, noting they are fiduciary responsibility, to hire a Chief and to have District Policy in place. He noted when the Board starts operating outside of those boundaries, it gets the Board and others in trouble. He noted he is familiar with the District's history. Chief Martin stated Reserves should be kept for Operations, and to maintain a sound District as challenges are becoming greater and greater. He noted he sees one day all the District's in Mohave County becoming one District together. He noted the Chief's salary, insurance, other associated costs, etc. in discussion of options for a Chief. He noted you need someone to manage money very well. They spoke about IGA's (Intergovernmental Agreement) and what that could offer, tools, options, etc. Chief Martin noted he reviewed the material sent by Ms. Jackson regarding qualifications for a Chief and suggested they ask for what they want, shoot high and the person should have a Bachelor's Degree. The education aspect is important, noting a person with experience and skill set is also important. It was asked if the IGA would spell out the terms of the Agreement, he noted the IGA he had worked under was simple and he wasn't always at the other District. He noted tasks were defined in the IGA he operated with, as far as him overseeing the operations and the Board overseeing

their tasks. Chief Martin noted that his IGA ended sooner than expected because some the terms in the IGA were not defined enough. They spoke about having the Board Chair attend a GVFD Meeting to ask if they'd be interested in getting information about an IGA. They reviewed the job description for Chief that the Administrative Assistant revised, for review. Concerns raised were the ability to get narcotics and conflict with the Board. When asked if any current staff could be bumped up, Chief DeMaio indicated he did not think so. The Board and Chief DeMaio provided a few changes, to bring back to the Regular Meeting for review. Chief Martin noted he would help with review of the applications received, with the Board.

6) CONSIDERATION OF FUTURE AGENDA ITEMS.

- Specified tabled items will automatically move to the month's Regular Meeting, unless noted otherwise and/or pending more information.
 - Special Meeting 5/1/19 at 3:00 p.m. - Meadview, AZ
 - Review Application information for Fire Chief

7) ADJOURNMENT.

- Director Cass motioned to adjourn the Meeting, Director Reh-Bower 2nd. Directors Cass, Reh-Bower, Kiffer and Campbell voted, 'aye.' Motion carried, unanimously.

SPECIAL MINUTES prepared by: Karen Jackson

Date: 4/25/2019

Revised: 5/20/2019

Approved: 5/29/2019