

MINUTES

REGULAR MEETING OF VERDE VALLEY FIRE DISTRICT BOARD OF DIRECTORS, HELD MAY 22, 2012, AT FIRE STATION 31, 2700 GODARD ROAD, COTTONWOOD, AZ.

MEETING CALLED TO ORDER: 10:00 AM

PRESENT:

Dick Dobbin

Ken Bishop

Matt Robertson

Bob Eddingfield

Gerald Shanks

STAFF:

Chief Nazih Hazime

Debbie Lewis

APPROVAL OF AGENDA: **Motion** was made by Bob Eddingfield to approve the agenda as presented. Second was made by Ken Bishop. **Motion** carried unanimously.

APPROVAL OF MINUTES: **Motion** was made by Bob Eddingfield to waive the reading of and to approve the minutes of the Regular Meeting held on April 24, 2012 and the Budget Workshop Meeting held on May 14, 2012. Second was made by Ken Bishop. **Motion** carried unanimously.

SCHEDULED PUBLIC APPEARANCES:

Chairman Robertson presented Gerald Shanks a plaque in recognition of his many years of dedicated service. Gerald gave a brief overview of his experience as being a Board Member. Gerald hopes the District will continue to move ahead. Gerald also thanked the rest of the Board for allowing him to serve on the Board.

UNSCHEDULED PUBLIC APPEARANCES: NONE

CALL TO PUBLIC: NONE

REPORTS:

Chief Hazime introduced his shadow for the day, Lori Thompson. She is participating in the Verde Valley Leadership Program.

Chief Hazime gave the floor to AC Doerksen. AC Doerksen reviewed our participation in the surrounding Wild Land Assignments. VVFD had three personnel deployed to the Gladiator Fire near Crown King and Ian James is on his way back from the Bull Flat Fire where he had been helping with communications. Discussion regarding the specifics of the fires followed.

AC Doerksen also gave an overview on the Addressing Program. Jr. Kleven and John McDowell have been going to homes in the Cornville area making sure the address numbers can be read from the street. This has proven to be good public relations for the District.

Chief Hazime stated that VVFD responded to Sedona to help cover their area when they were on a fire call. AC Doerksen added that VVFD also covered multiple areas this weekend for Montezuma Rimrock Fire when multiple calls came out at the same time. Dispatch was great at covering all areas.

CURRENT EVENTS:

Dick Dobbin explained a few weeks ago, Chief Hazime received a nice letter from our local resident, Deanna King, (which he published), on the response of our personnel on her husband. She was grateful that they were treated with such respect. Then she recently had to call our guys over again. She sent an email to Dick, with her heartfelt and sincere thanks. And she wouldn't know what to do without us.

Dick also acknowledged and congratulated Chief Hazime on his victory of winning a seat on the SFD Fire Board. Chief Hazime expressed his thanks for the Board's support.

Dick had some recent communication with some of the SFD personnel, and several spoke of their experience in

the Swiftwater Rescue Training on the Kern in which our instructor, Dustin Chambliss was present. They acknowledged what a great job he did during the class and Dick wanted to pass this along.

DISCUSSION AND POSSIBLE ACTION:

A. Review of Legislation, Issues and Other Organizations or Agencies that may impact Verde Valley Fire District: Chief Hazime presented to the Fire Chief's Association, the idea of having a meeting with all the surrounding agencies to get informed of how a Joint Power Authority, Merger, and Consolidations work. Chief Hazime is considering holding the meeting at a school auditorium. This meeting would be to put out clear information. Two experts, Attorney Bill Whittington and Representative John Flynn will be on hand. A date has not been set yet. It will be open to the public.

B. Discussion of Impacts of Other Jurisdictions with Verde Valley Fire District– Dick explained that he hasn't seen any people going door to door recently and all seems pretty quiet. Dick will report if anything changes.

C. Policy Change Adoption-

Grievance Policy- Chief Hazime explained some of the changes made to the Grievance Policy. The wording "he and/or she" will be explained in the revised 'Introduction' to the Policy Manual, which the Policy Review Committee is working on. Using the word 'he' alone will allow us to cover all genders. Also, when "Fire Chief" is mentioned, it will refer to the Fire Chief or to his designee. Gerald expressed his concerns with the Grievance Policy and the Appeal Process. Specifically, when it is concerning a grievance brought from the Assistant Chief. Gerald is concerned about it being fair. He explained that he felt, as it reads now, personnel might not want to sit on the Grievance Committee because they work for the AC and he has the potential of influencing the outcome. Gerald suggests restructuring the panel. Dick suggested that a fourth Item be added under Item 6C as to the makeup of the panel. Gerald suggests adding two Board Members to the Grievance Committee. Ken stated that he didn't think that any grievances under the Chief should be brought to the Board. Gerald also thinks that any grievance against the chief should be brought to the Board Chairman and not to the AC. Gerald stated that timelines were going to be hard to follow and too restrictive. It was agreed that the Board should at least respond and acknowledge the issue. Gerald states this should be reworded when it goes back to the Policy Review Committee. Chief Hazime will research the Grievance and the Appeal Policies and will bring back a recommendation.

Performance Reviews- Gerald suggested that reviews be done prior to the new Fiscal Year so that there is no guessing as to how much to budget for raises. By doing it this way, raises are in effect as of the beginning of new Fiscal Year. Discussion followed regarding when to give raises. Chief Hazime suggests leaving the policy "as is" for now and but revisiting it in the future if they find a process that works better.

Motion was made by Dick that on Item C to approve C2 "Post Employment Health Plan", C3 "Health Savings Account", and C4 "Performance Reviews" as discussed and send C1 "Grievance Rights" back to Policy Review Committee for additional additions and/or deletions and further review. Second was made by Bob Eddingfield.

D. Adoption of Preliminary Budget for FY 2012-2013- Motion was made by Bob Eddingfield to approve the Preliminary Budget for FY 2012-2013 as presented in the amount of \$6,144,775.00 with a mil rate of \$2.9312, setting in place the (20) thirty day review period for public comment and set the hearing date of June 26, 2012. Second was made by Dick Dobbin. **Motion** carried unanimously. Gerald asked about Account 5830 Ambulance Billing, which was increased by 10%. Debbie Lewis explained that we added a line item, in case we go over what was budgeted. Chief Hazime thanked the Board for working with him and the staff when creating the budget. Dick suggested that if we get beyond October and should the VSF

Annexation fail, we immediately relook at the possible hiring of those three employees that we wanted to hire. Chief Hazime asked the Board if the new way of creating the Budget worked for them. Dick appreciated working on the budget as early as we did and it happened in the timely manner. The Budget will be published for 20 days. Board Chairman Robertson thanked Chief Hazime and the staff for all the hard work.

- E. Accept Gerald Shanks Resignation and Authorize Publication-** Chief Hazime asked for the Board's guidance as to how to fill the open position, when to have applications turned in and when to do the interview process. Dick suggested that we post it in paper for a two week period, effective today, and see who responds. Discussion followed and it was decided that VVFD will accept applications for the open Board Position through June 5th and hold a Special Board Meeting to interview the applicants on June 12th. **Motion** was made by Chairman Robertson to accept the resignation of Gerald Shanks, acknowledging the open position and authorize the publishing of the open position. Second was made by Dick Dobbin. **Motion** carried unanimously.
- F. TRT Chassis- Power Point Presentation by Chief Hazime-** Chief Hazime gave a power point presentation explaining his concerns with the power in the current TRT Vehicle and is looking for the Board's support to purchase a new chassis. The current vehicle has minimal power is extremely dangerous. We need it to be in compliance with 'NFPA 1901 Standard for Automotive Fire Apparatus'. It will cost approximately \$50,000 for a new chassis. Ford Company is a State Contracted Provider so we don't have to go out for bids unless it goes beyond the Ford product. Spencer Young gave his personal experience when using this vehicle, to tow the Light Tower on a call he went on recently. The power issue was making them a roadway hazard. Sanderson Ford would handle all of the replacement. **Motion** was made by Ken Bishop to allow the Chief to move forward with the purchasing of the new chassis, not to exceed \$50,000. Second was made by Bob Eddingfield. **Motion** carried unanimously.

ADJOURNMENT: 11:33 AM

BOARD CLERK: _____ **DATE:** _____

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