



Sedona Fire District

2860 Southwest Drive, Sedona, Arizona 86336
Telephone (928) 282-6800 FAX (928) 282-6857

REGULAR BOARD MEETING

**Station #1 – 2860 Southwest Drive – Sedona – Multipurpose Room
Wednesday, December 13, 2017 / 4:30 PM**

~ AGENDA ~

Pursuant to ARS §38-431.02, notice is given to members of the SFD Governing Board and the public that the Governing Board will meet in Public Session on Wednesday, December 13, 2017, beginning at 4:30 PM in the Station #1 Multipurpose Room. Members of the Board and legal counsel may attend either in person or by telephone conference call.

During this meeting, Board Members may ask questions about, discuss, consider, approve, and/or take possible action on any listed Agenda item and any variable related thereto unless specifically otherwise indicated (such as under Public Forum). SFD may vote to go into Executive Session, which will not be open to the public, on any agenda item pursuant to ARS §38-431.03(A)(3) for legal advice with the Fire District Attorney on the matter(s) set forth in the agenda. All Agenda items are set for possible action.

Public Input: Citizens may make oral comments on specific Agenda items or any topic relevant to District business during the public forum. Citizens who wish to speak should complete a Request to Address form, indicating the topic they intend to address. Citizens may submit written comments of any length to the Fire Board. **Notice:** Public comment is encouraged, but it is important that everyone demonstrate the appropriate decorum, courtesy and respect during the meeting. Please treat your fellow citizens with courtesy. Outbursts, interruptions, and personal attacks will not be tolerated.

I. CALL TO ORDER/ROLL CALL

- A. Salute to the Flag of the United States of America and Moment of Silence to Honor all American Men and Women in Service to Our Country, Firefighters, and Police Officers.

II. REGULAR BUSINESS MEETING

A. Public Forum:

Speakers are limited to three-minute oral presentations, but may submit written comments of any length for Board files. Board Members may not discuss items not specifically identified on the Agenda. Therefore, pursuant to ARS 38-431.01(H), Board action taken as a result of public comment is limited to directing staff to study the matter, responding to any criticism, or scheduling the matter for further consideration and decision at a later date.

1. Public Comments.
2. Executive Staff Response to Public Comments.

- B. Discussion/Possible Action/Presentation: Recognition of Executive Assistant Tricia Greer Day on January 10, 2018.

C. Consent Agenda – Discussion/Possible Actions:

All matters under Consent Agenda are considered by the Board to be routine and/or previously budgeted, and will be enacted by a single motion approving the Consent Agenda. If discussion is desired on any particular consent item, a Board Member may ask that item be removed from the Consent Agenda to be considered separately.

1. February 1, 2012 Executive Session Minutes.*
* This was to interview Fire Chief candidates and was audio-recorded, but not transcribed due to outside clerical being used. State Law requires paper Minutes for retention per Arizona Library, Archives and Public Records.
2. November 15, 2017 Regular Board Meeting Minutes.
3. Purchase Order #01601 in the amount of \$17,094.07 to Rush Truck Center of Arizona to Refurbish Fire Engine – Emergency Purchase.
4. Purchase Order #10932 in the amount of \$10,652.18 to Kronos Incorporated to renew Service Agreement on Telestaff.
5. Purchase Order #10931 in the amount of \$16,034.90 to Merit Technology Partners for SMARTNET Cisco support contract renewal for Call Manager.

D. Staff Items:

1. Discussion/Possible Action: Presentation of Fiscal Year 2017 Financial Audit by Walker & Armstrong.
2. Presentation/Discussion: Fire Chief's Response to Public Comments made by William Spring regarding Traffic Concerns during November Public Forum.
3. Presentation/Discussion/Possible Action: Draft SFD Fire Board Handbook.
4. Discussion/Possible Action: AT&T Wireless Lease 2nd Amendment – Generator Addition.
5. Financial Report and Updates – Finance Director Gabe Buldra.
 - a. Discussion/Possible Action: Review and Approval of November 2017 Finance Report.
6. November 2017 Monthly Fire Chief Report – Chief Kris Kazian.
 - a. Incident Counts by Station.
 - b. Call Summary and Response Times Year to Date.
 - c. Rescue Incidents.
 - d. Community Risk Management Update.
 - e. SFD Training Report.
 - f. Donations to SFD.
 - g. Update of Grant Activity.
 - h. Update of Recent/Upcoming SFD Activities, Incidents, and Events.
 - i. Cottonwood Public Safety Communications Center.
 - ii. Station 5 Update – Arizona State Parks.
 - iii. New Volunteer Helping Assistant Chief Piechura – Lance Waldrop.
 - iv. Toys for Tots Campaign at Grocery Stores on December 16th and Collection Box at St. 1.
 - v. Strategic Plan Update in January 2018.
 - vi. Retirement Walkout Ceremony for Captain Matt Fleece and Executive Assistant Tricia Greer on January 10, 2018.
 - vii. Sedona Red Rock Rotary President Elect (Office July 1, 2018).
 - viii. Correspondence/Thank You Letters to SFD.

E. Board Member Items:

1. Discussion/Possible Action: Accept Board Clerk Corrie Cooperman's Resignation from Governing Board and Consider Filling Vacancy per Arizona Revised Statutes and utilizing SFD Policy #2015-01, "Governing Board Vacancy" and/or other methods; Options of Filling the Board Clerk officer position.
2. Discussion/Possible Action: Possibility of Scheduling Board Workshop in January or February 2018 (Board Member Dave Soto).

III. FIRE MARSHAL'S SAFETY MESSAGE

IV. ADJOURNMENT

Corrie Cooperman

Corrie Cooperman, Clerk of the Board

SFD Multipurpose Room is accessible to the handicapped. In compliance with Americans with Disabilities Act, those with special needs, such as large print or other reasonable accommodations, may request them by calling 928-282-6800.

Posted by: *Tricia Greer*

Date: *12/7/17*

Time: *5:30 PM*