



Approved by the Board on 8/16/17

# Sedona Fire District

2860 Southwest Drive, Sedona, Arizona 86336  
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## REGULAR BOARD MEETING Station #1 – 2860 Southwest Drive – Sedona – Multipurpose Room Wednesday, July 19, 2017 / 4:30 PM

~ MINUTES ~

### 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.

Board Chairman Ty Montgomery called the meeting to order at 4:37 PM and led the Pledge of Allegiance and moment of silence.

**Board Present:** Ty Montgomery – Chairman; Corrie Cooperman – Clerk; Tim Ernster (via telephone until approximately 5:00 PM), Abe Koniarsky, Dave Soto – Members

**Others Present:** Kris Kazian, Fire Chief; Jeff Piechura, Assistant Chief; Ed Mezulis, Division Chief; Betty Johnson, HR Manager; Buzz Lechowski, Battalion Chief; Gabe Buldra JVG (Finance); Bill Whittington, Board Attorney; Carla Dufort, Acting Recorder to Board; Approximately 7 citizens

### II. REGULAR BUSINESS MEETING

#### A. Public Forum:

##### 1. Public Comments.

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

Mr. Montgomery then opened the floor to public comments, as indicated verbatim (in italics) below.

**Inge Jones – Sedona:** *I have no way of showing my gratitude. This was such a life-changing experience for me and I thank God for everybody. All the angels out there to rescue me, save my life. It was a miracle, but I believe in miracles. I also believe in angels, I also believe that God sends angels, and I wanted to be one of those angels to help somebody. It's hard to express my feelings. I can't grasp that the chances were so small. I feel so good right now and I feel happy that I'm getting stronger every day and after the fact my ribs hurt, but I kept saying I'm alive; this is a walk in the park to deal with those ribs. I got a pain pill every 4 hours and, in the hospital, I kept asking is it 4 hours yet. So when I got home, I wanted to get off of the pain pills because they don't make you feel good. I'm grateful that I'm alive and now it's almost healed. So I'm looking forward to a wonderful new life.* Division Chief Ed Mezulis stated that Ms. Jones was a cardiac arrest survivor resuscitated here in Sedona.

**Barbara Litrell – Sedona:** *Good evening. First of all, I'd like to thank you for your service on the Board and thanks to Chief Kazian and staff for their service to our community. I have, on several occasions, since we moved here 15 years ago, had to call for emergency assistance with my dad or my husband. I've always been grateful that we're fortunate to have good response times and competent staff in Sedona and the Verde Valley. I'm here to say that I understand what I'm asking for in your bond request. Your documents that I've reviewed support your request and you had a Citizen Advisory Committee as part of the process. I heard a lot of misinformation when I watched the video of the last Board meeting. The articles by Chief Kazian and Board Member Cooperman have been necessary to be published in order to correct the misinformation, although that is not an easy thing to do in this age of alternative facts when they take on a life of their own. What I value is that we are all in this together, in this community, in this Fire District. We need to work together and support each other. We need to know each other and talk to each other and build trust. In my community involvement I've interacted with Chief Kazian on various projects and I trust his ability to run this district. I've worked with members of the Board in other capacities and have a level of trust there as well. I see this bond as an investment in our community that will*

*benefit everyone now and in the future. For a homeowner like myself, it means about \$100 per year, maybe a little bit more, in order to have a first class fire department with trained and competent staff. From my point of view and my values, that's a very reasonable investment in this community. Thank you.*

**Karen Strauch – Sedona:** *What a beautiful tribute. I'm a 20 year resident of Sedona and I'm here to show my support of Sedona Fire District – the outstanding leadership of Kris Kazian, the citizens who give their time and expertise to be on the Fire Board, EMTs, Firefighters, and staff who serve this district so admirably. I was not able to attend the last meeting, but I did view the online video of the entire meeting. I fear that placing our most important value on money, keeping it for one's own use – being unwilling to spend it prudentially and effectively on institutions in our country – is so prevalent that it's undermining our country. Here is what I value above money – the value of saving lives, property, and the freedom from fear of losing either. I know if I call 911 on a life-threatening emergency, fire district personnel will respond. When your life or the life of a friend or family or loved one hangs in the balance, money is inconsequential. I know that our fire district has the trained staff, updated equipment, and communication technology. I want them to have that. I am definitely aware that the 6 minute response is a difference between saving lives as well as property. Naysayers base their data on the number of calls and the number of residents. They do not take into consideration the nearly 3 million annual visitors that we must serve. Emergency calls can't be scheduled, since an excess of 75% of the 911 calls are for emergency EMT service, my focus is primarily on the lifesaving value. Here's what occurred on Memorial Day weekend this year. Fire District crews responded to 3 back country rescues, a pedestrian that was struck by a car in Oak Creek Canyon, in addition they answered 10 emergency calls in less than 3 hours. Wow! With fewer personnel, less training, and equipment, any one of these incidents may have turned fatal. We need all of our stations and personnel in those instances. In conclusion, I'd like to restate that the value of my life and property is more important to me than minor property tax investment required by this bond issue. I support the bond issue to keep our district functioning as it does now and in the future. I am not willing, personally, to accept less.*

**Wendy Tanzer – Sedona:** *Author Warren Bennis wrote there is a profound difference between information and meaning. The presentations made to you during the last meeting by those wearing red shirts were riddled with, I believe to have been intentional misstatements of reality. The words alternative facts have been bandied around quite frequently in recent months and though it's a delightful media buzz phrase, it screams the inaccuracies of the information being presented. Not only are the red shirts' so-called facts erroneous, but a number of people stating them couldn't muster the consideration and mere common courtesy to remain seated while our Fire Chief knocked their allegations down one after the other. Though the truth might have been a bitter pill to swallow under the circumstances, the demonstrated attitude was clear; don't confuse me with the facts – I've already been told what my opinion is. Every citizen is entitled to their opinion, but shouldn't that opinion be based on genuine information and not on some fabricated numbers based on someone else's, perhaps yet to be disclosed, agenda? I urge every member of the public to exercise their own initiative, get their verifiable information from our Fire Chief or from the plethora of the material available. Our fire district is a public entity; its costs, operations, budgets, et cetera, are all freely available public information. No one has to rely on the presentations or false videos being spoon fed to them. Ask for proof of the numbers being recklessly and erroneously proclaimed before buying into a premise that just may prove to be someone's opening salvo for a run for office rather than what is your and the rest of the community's best interests. Look for the motives behind propaganda being so exquisitely disseminated. Why do the red shirts believe you have to be lied to in order to further their agenda? Why are some people continuing to espouse the fallacies when their information has been proven false? Again, why? That's the profound difference between information and meaning. Something's not right about their entire approach; there's malice afoot here. Civic responsibility requires all of us to be diligent. It's never too late to escape the red shirt cult and join reasoned and civilized society. Thank you.*

**B. Consent Agenda – Discussion/Possible Actions:**

- 1. June 21, 2017 Combined Meeting of SFD PSPRS Local Board and Governing Board Minutes.**
- 2. June 21, 2017 Regular Board Meeting Minutes.**
- 3. June 21, 2017 Executive Session Minutes.**
- 4. Emergency Dispatch Services Agreement between City of Cottonwood and Sedona Fire District effective July 1, 2017.**

**5. Intergovernmental Agreement (IGA) with City of Cottonwood for Spillman Public Safety System.**

**6. Purchase Order #11030 to Walker & Armstrong in the amount of \$20,500 for annual audit.**

Mr. Montgomery asked the Board if anyone wanted to discuss a particular item on the Consent Agenda. Board Clerk Corrie Cooperman requested clarity on the Spillman Public Safety agreement. Assistant Chief Jeff Piechura asked Mr. Whittington if he wanted to speak to the typographical error. Mr. Whittington stated there is one typo on the document that states, upon termination, the district will be paid its final payment, but the district is actually making payments to the City of Cottonwood; the words were reversed. Mr. Whittington will fix the wording and talk to the Cottonwood City Attorney about switching the words; it should read that Cottonwood will be paid the last payment instead of Sedona. Mr. Montgomery asked if this needed to be with upcoming changes. Mr. Whittington replied, yes, and the Board could approve the agreement tonight. Mr. Montgomery asked if there was anything else on items #1 through #6 and there were no other questions.

*Mrs. Cooperman then moved to approve the Consent Agenda items #1, # 2, #3, #4, and #6, as presented; Board Member Dave Soto seconded and the motion unanimously passed.* Mr. Whittington then asked for a motion to approve #5 with the correction as described by legal counsel. *Mr. Montgomery then moved to approve #5 with Spillman Public Safety with the corrections as described by counsel; Mr. Soto seconded and the motion unanimously passed.*

**C. Presentation: CPR Survivor Recognition – Firefighter Joshua Wells.**

Chief Mezulis stated SFD intern from Northern Arizona University, Dillan Risner, will speak on this item. Mr. Risner introduced Brandon Griffith, a founding Board Member of Arizona Cardiac Arrest Survivors, who presented recognition for a cardiac arrest survivor from Sedona. Officer Griffith stated he is a police officer with the City of Buckeye, a former emergency medical technician, and currently serves as a training and recognition director. SFD Captain Josh Wells and Mr. Risner asked Officer Griffith to speak about the state of cardiac arrest survival. He said as public servants, we get too caught up with budgets and day-to-day operations and politics, and forget about the humanity of the service we provide. He was 26 years old when he went into cardiac arrest, and like 4 out of 5 cardiac arrests, it happened at home. His wife immediately called 9-1-1. Officer Griffith said inside his chest felt like an electrical storm – the feeling you get when someone “scares” you, but non-stop heart flutters; his body began to shut down and he blacked out; at that moment, he was essentially dead; his wife performed CPR for about 5 minutes until the first responder – a police officer – arrived and performed compression-only CPR until the Advanced Life Support medical crew arrived. He said had his wife not known CPR, he would have had a 60 to 70% chance of death because for every minute without medical attention, the chance of survival drops 10%. The medical crew worked on him for 6 minutes and 58 seconds, and after the third shock, he was finally revived on-scene and had a long uphill battle after that.

Officer Griffith said people do not understand cardiac arrest is not a heart attack, but rather, an electrical malfunction that can happen to anybody including high school and college athletes; he is getting more involved in school programs and Arizona Cardiac Arrest Survivors helped pass the CPR in school bill, which requires every Arizona high school student to learn CPR as a graduation requirement. He said Sedona has a phenomenal community with dedicated medical professionals and public servants with a small enough population to really make a difference in cardiac arrest survival, such as equipping the police department with AEDs, which has worked tremendously in the City of Buckeye. He urged Sedona to provide more training to the public and get more AEDs in public places; Officer Griffith stated 1,000 Americans die every day from cardiac arrest. He then thanked the Board and staff for allowing him time to highlight this issue.

SFD Intern Dillon Risner said at the age of 14, he lost his grandfather to cardiac arrest and his family always wished they had been able to do more to help him. From that pain, it became clear what he was called to do. Currently, Mr. Risner is attending NAU to complete his Bachelor’s degree in Public Health; as part of his degree, he must complete an internship with an organization and decided to try to improve SFD’s already successful CPR and AED program. He and Chief Mezulis worked together to organize the internship and open the door to future networking opportunities with NAU. Chief Mezulis assigned Mr. Risner’s internship supervision to Captain Josh Wells; together, they have been able to organize and certify more than 70 individuals in CPR and AED awareness

in the past 2 months. They also worked on ensuring over 60 AEDs within Sedona are checked and functioning properly for our citizens. Together with SFD's GIS Specialist, Tammy Schuerman, they were able to create an AED map with our dispatch center in Cottonwood. Additionally, he is helping with the University of Arizona's high performance CPR training and getting more local resort staff trained in CPR and AEDs for their facilities.

Mr. Risner closed with a saying from his teacher, which resonated with him over the loss of his grandfather, "Even the greatest suffering imaginable can bring life and abundance". He believes this is also pertinent to the cardiac arrest survivors present today who are able to be here because of the hard work of individuals who serve our community and the organized chain of survival.

Chief Kazian said before this meeting, recognition was given to our Sedona survivor, Ms. Jones; the group discussed quicker responses, having family members trained in CPR, as well as dispatch being an integral link to survival. SFD's AED program is aggressive, with over 60 AEDs in the community. This is a great opportunity to partner with NAU in an internship and Chief Mezulis has done a wonderful job focusing the energy on this program. SFD had another intern from NAU earlier this year work with Human Resources. It is exciting to see the energy and different perspective they bring to our organization. He stated his appreciation for the hard work of our first responders and dispatchers and also the energy our staff puts into our CPR classes; recently our Receptionist Jodi Fowler saw a need for additional CPR Instructors and took the training and is now certified to teach classes. Chief Mezulis stated SFD responds to an average of 2.5 cardiac calls per month and additional calls for difficulty breathing that go into full code. Chief Kazian thanked the Board for supporting programs to help SFD be successful in responding to these calls.

#### **D. Staff Items:**

##### **1. Financial Report and Updates – Finance Director Gabe Buldra.**

###### **a. Discussion/Possible Action: Review and Approval of June 2017 Finance Report.**

###### **b. Discussion/Possible Action: Establishment of Payroll Account with JP Morgan Chase.**

Finance Director Gabe Buldra presented the June Fiscal Year-End financial report, as follows:

- SFD received \$177,000 in property tax levy revenue – under projection by over \$200,000 due to timing.
- Non-levy revenue was over-budget at \$276,000 due to wildland deployments. This represents our actual net wildland revenue.
- Personnel costs were under budget at \$839,000.
- Vehicles and equipment trended over at \$147,293 – typical for year-end spending.
- Communications were at \$39,101; managerial expenses were at \$44,670; and Capital and Contingency expenses were at \$145,046. Total expenses for the month of June were \$1,216,000.

Mr. Montgomery asked if there will be less fluctuation now that Mr. Buldra has a year of data; Mr. Buldra responded, yes, and we developed a 12 month budget to start truing up these variances.

- Total revenue for the year was \$15,171,000 which was over by \$179,000.
- Property tax revenue is in line with the budget.
- FDAT (Fire District Assistance Tax) was \$5,000 over budget.
- Non-levy was the majority of the variance due to wildland; net revenue from Wildland was \$173,000 this year. Chief Kazian asked if revenue from EMS billing and/or Wildland deployments before the end of the fiscal year will still be added; Mr. Buldra responded these are accrual based reports and there are a few billings left on Wildland from last fiscal year which will increase the amount. All ambulance billing is recorded fiscal year to date, and although there are outstanding payments, we have met the revenue number.
- The Arizona DHS contacted SFD on Monday to inform us the new rates go into effect this week.
- SFD remained under budget on expenses across all other categories.
- Total expenses for the year were at \$14,154,000 – \$1.7 million under budget, which does not mean we have \$1.7 million more – there was \$800,000 in carryover meaning funds not spent in the prior year brought forward to help offset levy.
- We are in the positive from revenue and expenses to the net of \$1,017,000, which is reflected in cash position.

- With the fiscal year completed, 77% of expenses went to personnel which is better than most public safety agencies at 80 - 85% and gives SFD more flexibility in financial management.

Mr. Buldra said he is aware of a recent report from some citizens on the top 5 SFD wage earners; when including other employees, our operational staff averages about \$72,000 in actual earnings, which varies through different ranks – firefighter’s average at \$58,000 and Battalion Chief at about \$110,000; these wage earners are being compared to 40-hour work week employees, which equates to about 2,080 hours a year, and in the referenced report the SFD employee with the highest wages worked over 4,000 hours that year; he urged the public to look into the comparisons being purported to see the facts; he added that a lot of the excess hours were for work performed on wildland fires, which is a reimbursed expense for the district.

Mr. Montgomery stated if you have an employee that works 4,000 hours a year, it is simple math that they make twice what someone in a job performing less hours makes; he said if you just take the number without the explanation behind it, then it is poor data; he said we have fought this misinformation in the past; no one in this department is compensated out of line for what they do. Mr. Buldra responded, exactly, and said as the external finance director, his experience and work with other districts is that this is the normal for fire departments when you take into account these other factors; he further stated if you isolate the other factors and look at just what Sedona Fire pays for that employee to do their job, it is a much different perspective.

Mr. Budra said, in closing, SFD had a good year and did well in managing the budget and reaping the benefit of those wildland deployments. As mentioned, SFD ended the year with \$5.6 million in total cash compared to \$4.6 million the prior year, an increase of about \$1 million. Liabilities decreased from \$769,000 to \$394,000. He said not only was the June report good, but Fiscal Year 2016/17, overall, was a year of good fiscal management in expenses and with employees generating additional revenue for SFD.

***Mr. Montgomery moved to approve the June Financial report, as submitted; a second was made by Mrs. Cooperman and the motion unanimously passed.***

Mr. Buldra informed the Board that the Bank of America (BOA) is ending its relationship with Sedona Fire District. He was told that financial reform a few years ago put constraints on banking institutions doing business with government entities, and especially, as BOA is part of Merrill Lynch. Merrill Lynch will not do business with government at all. Additionally, SFD does not have enough volume or enough transactions to warrant BOA keeping our account with the added regulations and subsequent work on their end to maintain a government client. The account was scheduled to be closed on August 15<sup>th</sup>, but BOA is giving us time to make the transition. Staff’s recommendation is to move SFD’s payroll account to Chase Bank, as SFD already has its ambulance fund there; this will allow seamless transfers of money between banks to fund payrolls and it will allow Finance Specialist Pam Wester to make deposits from her desk.

***Mrs. Cooperman then moved to approve the closure of the Payroll Account at Bank of America, establish a new Payroll Account at JP Morgan Chase, and appoint Gabriel Buldra, Finance Director as an authorized representative; Mr. Koniarsky seconded and the motion unanimously passed.***

- 2. June 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. Correspondence/Thank You Letters to SFD.**

- iii. **Conditional Use Permit approval for Station 5.**
3. **Summary of FY 2017 response statistics.**
4. **Discussion Coconino County Quit Claim Deed Station 4 parcel.**
5. **Discussion status of SFD Bond.**

Chief Kazian stated June was a busy month with 442 calls, almost 50 more than our previous highest month; there were 22 backcountry rescues compared to 10 in 2016. Multiple times last week, SFD was down to 2 people and 1 ambulance. Chief Piechura commented we have had busy weekends, Friday through Sunday mornings and we have to be proactive in balancing the system; crews are staffing the reserve ambulance, as needed. Verde Valley Fire District and Verde Valley Ambulance have helped out covering our areas, as well.

All grants are still pending; the newest by Chief Mezulis is for the EMS documentation class for \$12,000 with a 50/50 match from NAEMS; Chief Mezulis is the NAEMS education committee representative.

The 2017 responses are listed by stations, and as there has been some talk in the community about the number of our incidents, he would like to further explain. The report shows the number of incidents for service that occur in our district, but sometimes, crews from several stations respond to one incident. This means just referring to the number of incidents does not always show how many times the crews from the stations may have responded. Station 6 has been getting attention and the report shows Station 6 had 224 incidents for fiscal year 2017. Chief Kazian stated this number represents incidents that were initiated in the Station 6 “still district” (geographic boundary of each station); however, this does not mean that Station 6 responded only to those calls; crews from other stations sometimes moved up to cover their calls; actually, the Station 6 crews responded to 712 calls in Fiscal Year 2017 – that is 3.5 times the number that generated in its still district.

Some people are simply dividing the budget by the number of incidents, but that does not show the true number of runs the crews made. We need to know what is being bench marked against the number. The true amount of times that crews responded to incidents was about 5,200 responses versus the 4,400 responses listed in the report; the number of actual units that responded was about 7,750. He said, while Station 1 had 1,800 calls in its still district, crews out of this station responded to 1,559 calls; Station 1 averaged 4.27 calls per day. Station 3 ended up running 1,417 calls averaging 3.88 calls per day. Station 4 ran 1,218 calls, which averages 3.34 calls per day. Station 5 ran 260 calls at about .71 per day; and Station 6 responded to 712 calls, an average of 1.9 calls per day. He said it is not fair to say that crews only had 1.95 calls at a station, so, therefore, that station must not be necessary. Our system operates as a complete package; it is about the response times across the entire district. It is a system developed to interconnect with each other, and it is not accurate to take out one station and only look at its numbers. Station 6 has made huge impacts in our response system. Station 5, at a call volume at .71 per day, is not considered a busy station; however, the layout and distances in our district keep Station 5 in play; it is vital to what we are doing as an entire district and plays an important role in our response package.

Assistant Chief Jeff Piechura commented in doing the data analysis and conforming to a data review of projecting calls – especially in the Village of Oak Creek – we are utilizing Station 6 crews to cover the Village of Oak Creek (Station 3) when Station 3 is committed on other calls. We “flex” resources to fill gaps in coverage. When Station 4 is busy on a call, Station 6 moves into that area as coverage. It is an integral piece to make sure we have crews available instead of waiting for a lengthy response time. Mrs. Cooperman stated when the Board was considering Station 6, that fact impressed the Board it would help provide quicker service. Chief Kazian remarked that management of all the “moving pieces” happens constantly and the organization has skilled people to make those moves and understand the staffing that go with it. He said it is important for citizens to understand there is quite a bit happening in response and coverage.

Mr. Soto asked if there is a plan in place for occasions where we use all our resources and have to call in another district; Chief Kazian responded, yes, and vice-versa through a mutual aid system. Mr. Soto said it is two-fold; they do not only assist on incidents, they may cover because of an incident; Chief Kazian commented “that is correct” and we try to balance resources to cover the district.

Chief Kazian then referenced the donations and thank you letters. He noted Community Risk Management happenings in the report and Administrative Assistant Carla Dufort (who is covering for vacationing Executive Assistant Tricia Greer) is doing great things in CRM. Fire Marshal Jon Davis and Fire Inspector Rick Evans are prioritizing projects and looking at pre-planning. Construction projects of interest include the Outlet Mall in VOC and new construction at Sedona Ranch off Loy Road, as well as a storage facility in that area.

In the Training division, we have recently conducted off-highway vehicle training. This makes sure we are certified, qualified, and capable to operate in the UTV arena both in wildland, which is beginning to require that type of certification, as well as a safety standpoint for the organization.

Chief Kazian said Carol Gandolfo is doing a great job with our Critical Incident Stress Management and is continuing to take classes, work with staff, and we appreciate her hard work. Chief Mezulis commented that we are coordinating training with local law enforcement for active shooter drills in the fall at the Outlet Mall.

Chief Piechura stated with dispatch and Spillman agreements in play, the Regional Communication workgroup will come together and put a plan together for final deployment of MDTs. Telecommunications Manager Bob Motz will work with Cottonwood's IT Director directly to formulate the plan, get test equipment on the bench, and then deploy MDTs, hopefully, by the end of October. Although Chief Piechura hoped to have this implemented in June, this agreement has been in the Cottonwood attorney's office for almost 2 and half months; we are moving forward. Geographical Information System personnel are working with map layers for the MDTs; this will help the trail rescue piece, and working with our pre-planning programs to tie it all together and align response with pre-plans of buildings. Firehouse software update interfered with our transfer of data to the analytics tool and prevented staff from presenting a report. Dispatch Supervisor Marie Carpenter is working with her team to streamline the process and focus on moving calls out to the first responders. She is also working with the 9-1-1 PSAPS that receive the calls to alleviate time delays in getting the calls to the agencies.

Chief Kazian stated the conditional use permit for Station 5 was approved by Coconino County, so we can continue to staff the station. Also, the Station 4 property sits on a parcel that previously was identified as being owned by Coconino County; there are 3 parcels in total and we own 2, 1 was purchased in 1982 or 1983, where the tower sits. An L-shaped parcel, which includes the annex building, was purchased in 2003. It was previously unclear if in the early 1980s when we bought the back parcel, if we bought the parcel underneath Station #4. The language was in the legal description and we believed it was inclusive of the Station 4 property. Chief Kazian then reached out to Coconino County Supervisor Matt Ryan and Coconino County staff member, Susan Brown, to work through issues; the county realized it was supposed to be deeded to SFD in 1982. Chief Kazian noted a nice part was he was able to use some of the anonymous letters we received that clearly articulated we owned that parcel. The county filed a Quit Claim Deed, signed over the parcel, and we are now waiting on the recorded document. He thanked Supervisor Ryan for being a good steward of his constituents, as well as public safety, and the interests of the Sedona Fire District. Mr. Montgomery thanked Chief Kazian for cleaning that up.

Chief Kazian stated regarding the bond election, we are filing and posting the legal paperwork for the voter information pamphlet. He and Mr. Buldra continue working on financial facts for the bond.

#### **E. Board Items:**

##### **1. Discussion/Possible Action: Adoption of Fire Chief Annual Evaluation Process.**

Mr. Montgomery asked Mr. Whittington to assist with this because the Board needs to adopt a process to use for Fire Chief evaluations. Chief Kazian stated as he and Executive Assistant Tricia Greer recall from the Minutes, there was a request by a Board Member to include this on the agenda. Mr. Montgomery stated this is to adopt the process used this year as the evaluation process for the Fire Chief to put into Board policy. Human Resources Manager Betty Johnson stated she was not privy to the conversation, but thinks the hope was that the tool used this year would be a tool we can use going forward; she said it is only right that Chief Kazian understand the expectations for the next evaluation period, which we are in the middle of right now. Mrs. Cooperman stated the idea is not only to help the Chief understand how he will be evaluated, but also, help the Board complete his evaluation in a timely manner by its due date of early March.

***Mr. Montgomery moved to utilize the process used this year as the tool used in the future for Fire Chief Evaluations; Mrs. Cooperman provided a second, and the motion unanimously passed.***

Mr. Montgomery requested that statement be formalized into a policy for the Board to be carried forward for other Chiefs and Boards.

### **III. FIRE MARSHAL'S SAFETY MESSAGE**

In Fire Marshal Jon Davis's absence, Chief Kazian gave the safety message. He commented there is a flash flood warning tonight and our crew was just dispatched to Devils Bridge for a rescue of 10 to 12 people. The flash flood warning means conditions are right that at a moment's notice you could experience a flash flood. Tragically, we witnessed this in Gila County on Saturday afternoon where 9 people are confirmed dead and one other is missing from a family who were celebrating a birthday. Chief Kazian said being prepared and understanding what nature can bring is important. He asked all to make sure they are recreating safely. Today, Assistant Chief Piechura was interviewed by FOX news acknowledging our community is at risk for flooding, which can come with very little – if any – warning. He urged everyone to listen to warnings and be prepared.

### **IV. ADJOURNMENT**

The meeting was adjourned at 6:00 PM.

*Original signed by Corrie Cooperman*

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Corrie Cooperman, Clerk of the Board

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