



~These Minutes were approved on 1/20/16.~

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 16, 2015 / 3:30 PM

~ MINUTES ~

I. CALL TO ORDER/ROLL CALL

Board Present: Ty Montgomery – Chairman; Corrie Cooperman – Clerk; Tim Ernster, Scott Jablow, and Diane Schoen – Board Members

Staff Present: Kris Kazian – Fire Chief; Scott Schwisow – Division Chief; Gary Johnson – Fire Marshal; Jane Witt – HR Manager; Sandi Schmidt – Finance Manager; Tricia Greer – Recorder to the Fire Board

Others Present: Attorney Bill Whittington; 4 Citizens; Ron Eland, *Red Rock News*

Board Chairman Ty Montgomery called the meeting to order at 3:30 PM, and deferred the Pledge of Allegiance until the Regular Business Meeting.

II. EXECUTIVE SESSION

A. Vote to go into Executive Session pursuant to:

1. **ARS §38-431.03(A)(1) Personnel Matter; ARS §38-431.03(A)(3) Legal Advice; and ARS 38-431.03(A)(4) Instructions to Attorney Re: Fire Chief's 360° Evaluation.**
2. **ARS §38-431.03(A)(3) Legal Advice; ARS 38-431.03(A)(4) Instructions to Attorney; ARS 38-431.03(A)(5) Discussion/Consultation with Designated Representative of the Public Body regarding Negotiations with Employee Organizations Re: Postponement of Amendments to Memorandums of Understanding for Administrative/Support Employee Association and the IAFF Local 3690 Sedona Chapter.**
3. **ARS §38-431.03(A)(3) Legal Advice and ARS 38-431.03(A)(4) Instructions to Attorney Re: Legal Representation for PSPRS Legislation Modification.**

Mr. Montgomery then moved to go into Executive Session pursuant to ARS §38-431.03(A)(1) Personnel Matter; ARS §38-431.03(A)(3) Legal Advice; ARS 38-431.03(A)(4) Instructions to Attorney; and ARS 38-431.03(A)(5) Discussion/Consultation with Designated Representative of the Public Body regarding the Fire Chief's 360° Evaluation; postponement of Amendments to Memorandums of Understanding for employee groups; and legal representation for PSPRS legislation modification; Mr. Jablow seconded and the motion unanimously passed.

A. Reconvene into Public Session – Discussion/Possible Action on above items.

Mr. Montgomery reconvened the public session at 4:45 PM and regarding Item 1, read aloud the following statement:

Today, I had the pleasure and the misfortune to need the services of our District for a family member. I have to say from the moment I called 9-1-1 to the time the medics left my family's side at the hospital, the process, people, and experience were flawless. Every aspect of the system performed exactly as designed. As I sat pondering this experience today in light of today's Board meeting and agenda issues, I was able to gain a little more perspective on the mission of all of us who are involved with the fire district. I have spent the last 30 years of my life in service to others in one way or another, and I take my commitment seriously. I am also acutely aware that everyone affiliated with our district feels the exact same way. Whether on the

fire line, in the ambulance, in the administrative office, or sitting on the fire board, we are all here with the common goal to be of service to those in need. The mission of the district is "We help people through safe, friendly, and dedicated service". That is what we do. All of us.

Through the course of some discovery, it has been revealed that while we all may share that common goal, the roads to that goal can be rocky at times. Simply wanting to provide that service doesn't make it happen. It takes a team – a well-oiled machine. Sometimes, that machine needs maintenance. I think that is where our organization is today - certainly not broken, but in need of maintenance to facilitate our continued ability to reach that goal of service to our community and our neighbors, as well as to each other.

What I want to make crystal clear today is that we stand behind our district, our staff, and our Chief. We have no intention of making any drastic or knee jerk changes to structure or process. Too many prior Boards have taken that approach, and all it gained us was a reputation as a fragmented and rudderless ship. The direction the department has taken over the past 4 years has been organized, directed, purposeful, and visionary. We are recreating the structure and foundation that was lacking in those prior years, and for that I thank our Chief Kris Kazian, my fellow Board members, and all of our dedicated staff. I believe that the decisions we have made are setting the foundation for a strong future for our district, especially in a turbulent financial time. I am not blind to the fact there will be unpleasant decisions or unhappy people at times, but I believe that we are creating a sustainable, forward thinking, and cutting edge department through the choices we are making.

Therefore, I am recommending today that the Board join with me in my desire to hire an independent third party facilitator to help us assess the strengths and weaknesses of the organization from top to bottom. I have seen that the organization has some fractures that have occurred over the years, and we must move to heal those fractures and bring our organization to full strength, with all eyes back where they should be--on providing service to our community through a strong, committed organization. I am calling on all parties to be present and engaged with the process--this includes labor, management, Board, administration, and Union representatives. If any of these parties cannot be committed to being a part of the process, it cannot be successful. Should any of these parties not want to be a part of the process, I question their commitment to the true mission of the organization we represent.

Mr. Montgomery then moved that the Board authorize the drafting of a Request for Proposals (RFP) for a third party consultant to provide an accurate analysis of the organization's current strengths and weaknesses as it relates to our most important asset – our people – and to involve research and assessment of all areas of personnel, communication, and satisfaction, as well as recommendations for organizational improvement and unification towards our mission; Board Member Diane Schoen seconded. Mr. Montgomery then asked staff to prepare an initial RFP with input from the Board, and for the Board to finalize the RFP at the January meeting. This process will be managed by the Board, and the cost will be allocated to the Board budget.

Mr. Montgomery opened the motion for discussion. Board Clerk Corrie Cooperman said Mr. Montgomery beautifully stated his feelings and it also represents her feelings about resolution for moving forward. She said she supports Chief Kazian and looks forward to taking the organization to the next step – with broader EMS services and possibly affiliations with other districts and to strengthen the interaction between labor and management; she added that we may need more than one consultant. Mr. Montgomery agreed and said he purposely left his motion broad to allow the necessary steps through RFP and with the budget. Mrs. Cooperman recognized the incredible appreciation she has for the Firefighters, Administrative staff, and for the excellence of SFD employees every day. ***Mr. Montgomery then called for the vote on the motion which was unanimously approved at five to zero.***

III. REGULAR BUSINESS MEETING

- 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.**

Mr. Montgomery led the Pledge of Allegiance; Division Chief Scott Schwisow honored the memory of the 8 Firefighters and 8 Police Officers who gave their lives in the line of duty across the nation since our last Board meeting. He also honored the memory of the Native Air Medical Helicopter Pilot David Schneider and Flight Nurse Chad Frary who perished last night in a crash in the Superstition Mountains, as well as offered our thoughts for critically injured Flight Medic Derek Boehm who is in a Phoenix trauma center.

B. Consent Agenda – Discussion/Possible Action:

- 1. October 19, 2015 Special Board Meeting Minutes.**
- 2. October 19, 2015 Executive Session Minutes.**
- 3. October 20, 2015 Special Board Meeting Minutes.**
- 4. October 20, 2015 Executive Session Minutes.**
- 5. November 18, 2015 Regular Board Meeting Minutes**
- 6. November 18, 2015 Executive Session Minutes.**

Mr. Montgomery moved to approve the Consent Agenda, as presented; Board Member Scott Jablow seconded, and the motion unanimously passed.

C. Public Forum:

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

No one requested to address the Board.

D. Business:

- 1. Discussion/Possible Action: Review and Approval of:**
 - a. November 2015 Financial Report.**

Finance Manager Sandi Schmidt commented the district is on track financially and she had forwarded the payroll bank reconciliation to the Board today; there were no other issues brought up by the Board. *Mr. Montgomery then moved to approve the November 2015 Financial Report, as submitted; Mrs. Cooperman seconded and the motion unanimously passed.*

- 2. Monthly Staff Report – Fire Chief Kris Kazian.**
 - a. Incident Counts by Station.**
 - b. Call Summary and Response Times Year to Date.**
 - c. Rescue Incidents.**
 - d. Update of Special/Significant Activities and Incidents.**
 - i. State of Arizona’s Adoption of the 2012 International Fire Code.**
 - ii. Midgely Bridge Suicide Prevention Update.**
 - e. General Update of Recent SFD Activities, Happenings, and Events.**
 - i. Cottonwood Public Safety Communications Center Update.**
 - ii. El Nino Weather Pattern Update.**
 - f. Community Risk Management Update.**
 - g. SFD Training Report.**
 - h. Donations to SFD.**
 - i. Update of Grant Activity.**
 - j. Correspondence/Thank You Letters to SFD.**

Chief Kazian reported:

- SFD is 260 calls above last year at this time; there have been 915 interfacility transports so far — that is about 60 per month; this is impacting our organization and ability to provide continuity of service.
- On Monday, with the snow fall, all SFD units were out in a matter of minutes, and that night, the same thing occurred with a rollover accident and cardiac arrest. Chief Schwisow is looking for

recommendations on how to deal with this issue, and anticipating receiving the recommendation of the SFD staffing committee.

- Staff is working to assure the accuracy of data entry for the end of the year report. All 600 calls from the time of transition from SFD to Cottonwood Communications Center must be reviewed to make sure the data dump is correct; C shift volunteered to handle this; year to date figures could change afterward.
- There was a motorcycle fire in West Sedona, threatening a residential structure; the crews did a good job, but the motorcycle was a total loss. Mr. Jablow asked if “false alarm/false call” would be someone reporting a “fake” 9-1-1; Battalion Chief Dave Cochrane responded, “no”, and those could be an accidentally activated fire alarm that is cancelled.
- Under Grant update, the Assistance to Firefighter grant opened 12/7/15 until 1/15/16; Captain Pat Ojeda is working on this regional grant relating to radio frequencies and a back-up to the system; the price range is about \$575,000 for this complex system enhancement for firefighter safety; SFD may write a grant under this specific to SFD. SFD personnel have registered for the Wildland Fire Academy using the \$1,300 tuition grant. Funding of the videoconferencing grant will occur later in this meeting.
- Under incident counts by station, he noted Station 1 gets the majority of the calls, as interfacilities are in its district, but all the stations share the load.
- SFD had \$550 in donations for November.
- Under Community Risk Management, former Fire Inspector Kevin Sullivan left SFD employment in November to accept a job in Oregon; this created an opening and SFD received 21 applications from individuals; we are hoping to fill the position by mid-February, as Fire Marshal Gary Johnson is covering the extra work. CRM revenues are increasing for permit fees; \$10,000 was budgeted, and in the first five months of the fiscal year, we have taken in \$11,000. The renovation of Whole Foods market is still in construction, and Sedona Rouge’s project is almost completed. It is important to continue our inspection and code programs to protect firefighter safety. Chief Kazian stated appreciation for the foresight of CRM in years past to institute a sprinkler ordinance, as it is no longer available because of State law. Marshal Johnson gave “kudos” to our firefighter crews for being proactive in inspecting buildings under construction.
- SFD completed a two-week firefighter orientation academy for new Firefighter Sam Frye.
- Deputy Chief Ed Mezulis presented a rapid sequence intubation (RSI) class in this highly aggressive and advanced skill; SFD is the only provider of RSI in the Verde Valley.
- SFD personnel attended a Telestaff conference for staffing software used by the district. Telestaff was recently acquired by Kronos, and is a valuable tool.
- Engineer Don Arwine and Firefighter Kirk Riddell attended a grant-funded leadership class in Prescott.
- A regional active shooter drill was conducted in Cottonwood.
- Fire Marshal Johnson informed the Board the State of Arizona recently updated from the 2003 International Fire Code to the 2012 version; the State supersedes SFD’s version of the Code. There are now significant requirements for solar, primarily for firefighter safety in the location of roof panels and ability to cut holes to vent smoke. Marshal Johnson will soon be approaching the Board to adopt the new code and informing them of all changes. He reiterated the issue of residential sprinkler systems and the importance that SFD previously adopted that code. He will also look at new permit fees.
- Midgely Bridge Suicide Prevention Update—SFD is meeting with Coconino County Sheriff’s representatives, ADOT, and Search & Rescue to address this serious problem, but we do not have authority over this; the City of Sedona has also been asked to participate; we support the health, safety, and wellness of our community and our responders, and will do our best to help facilitate change. The Flagstaff ADOT office has made a formal request to Phoenix to bring the problem to their attention and if it is approved for further evaluation, then ADOT will come back to the stakeholders. The last time this was discussed, the Board talked about sending a letter to ADOT. Chief Kazian said we must decide the best way to approach this situation. Chief Kazian feels it is not time for the Board to draft a letter, but it could put be on the Agenda in January to discuss. Mrs. Cooperman said she is in support of positive actions on this issue because having been a psychiatric nurse, she knows a sign will not be enough. Chief Kazian said he has done anecdotal research on this topic and there are many ideas of mitigation. Mrs. Cooperman grew up in San Francisco, and has been affected by suicides off the

Golden Gate Bridge; she said they now have barriers up, which has helped. Board Member Tim Ernster stated his concerns about ADOT's slow and bureaucratic process; he believes the Board should go directly to the Director of ADOT for quicker action. After a brief discussion, Board consensus was for Mr. Montgomery to draft a letter of concern, and this will be on January's Agenda.

- The Cottonwood Public Safety Communication Center will become a standing item each month; we are continuing to work through opportunities for improvement. There was a migration of radio frequencies to re-program all our communication radios using alternate frequencies; next Monday, the organization should be back to redundancies and the way it previously was. Chief Kazian reported we are still "finessing" the process to get good data and moving forward.
- El Nino Weather Pattern – Chief Kazian said the forecast does not necessarily mean heavier snow, just more frequent moisture; SFD is concerned about the flooding problems of rain on snow melting and flowing downstream to the Sedona area. He attended a meeting in Flagstaff with about 50 or 60 Public Safety personnel, and a meteorologist explained the technical aspects of El Nino. SFD has done our prep work and met with partners; our Swiftwater Technicians have done training. The Chief asked all to be prepared and pay attention. This El Nino is lining up in the historical trend to be in the top two years of wetter concentration of snow pack. Mr. Ernster asked if the weather professionals had given a percentage of the probability of this El Nino season being bad; Chief Kazian responded there is only a 15% chance of being drier than normal. Chief Kazian will forward graphs regarding the predictions to the Board. Chief Schwisow said there was one El Nino season in the 1950s predicted to be wet, but was not; since then, every El Nino has had more rain than normal; he said El Nino does not mean it will be "warmer" or "colder", just a greater probability of moisture. Chief Kazian said staff wanted the Board and public to know we are getting prepared.
- The Arizona Fire District Association Conference will be held in Laughlin in January; he asked the Board and staff to let Executive Assistant Tricia Greer know if they want to attend.

E. Items from Staff:

1. Discussion/Possible Action: Board Resolution #2015-05 to Restatement of SFD Qualified Retirement Plan with Mass Mutual.

Human Resources Manager Jane Will informed the Board this is about the SFD profit sharing plan, which is a qualified plan under IRS Section 401A; the IRS requires the plan document be restated; the plan document is fully compliant, but does not specifically state our compliance with three acts – Pension Protection Act, Heroes Earning Assistance and Relief Act, and the Worker Retiree and Employee Recovery Act, as they do not specifically apply to our business; however, the plan document must state that. This Resolution is to restate our document and continue compliance. Ms. Witt said there will also be two corrections to the agreement, as the documents actually identify SFD as the wrong type of business entity, which happened during the transition from Hartford to Mass Mutual; she said we also need to correct the Trustees, and remove a former employee from the Trustee position; this Resolution will adopt Finance Manager Sandi Schmidt, Fire Chief Kris Kazian, and HR Manager Jane Witt as the Trustees. *Mrs. Cooperman then moved to approve Resolution #2015-05 to restate the SFD qualified retirement plan with Mass Mutual; Mr. Jablow seconded, and the motion was unanimously approved at five to one.*

2. Discussion/Possible Action: Purchase Orders #9928, #9929, and #9930 to Merit Technology Partners in the Combined Total Amount of \$17,389.41 for Projects to Upgrade E-mail and Phone Systems.

Chief Schwisow said these are three purchase orders to the same vendor because there are three distinct projects to be coordinated together; these are for budgeted upgrades to the email system, Voice over Internet phone system, and the server. Merit Technology is the sole source CISCO representative in Sedona. *Mrs. Schoen moved to approve Purchase Orders #9928, 9929, and 9930 to Merit Technology in the combined total amount of \$17,389.41 for three separate, but related projects to upgrade email and phone systems; Mr. Jablow seconded, and the motion unanimously passed.*

3. **Discussion/Possible Action: Board Resolution #2015-06 Fixed Assets Inventory Surplus Property Disposal from Fiscal Years 2015 and 2016.**

Finance Manager Sandi Schmidt said during the audit, the auditor requested we verify locations of assets and during the process, staff realized the disposal portion had not been kept up to date – the attachment to the Resolution lists some items that were previously disposed, but capital items require Board approval for disposal; the list also notes items that were traded in. She said the new LifePaks from Zoll previously approved by the Board will include a trade-in of older Bauer LifePaks. Mrs. Schmidt noted a process has been created to send out an asset list each year for the auditor. *Mr. Jablow then moved to approve Resolution #2015-06 for disposal of the listed property; Mrs. Cooperman seconded and the motion was unanimously approved at five to zero.*

4. **Discussion/Possible Action: Purchase Order #9989 to FDC Rescue Products in the amount of \$38,880.82 for Breathing Air Compressors; and Purchase Order #10061 to Village Electric in the amount of \$4,820 for necessary electrical to accommodate the Compressors; and Board Resolution #2015-07 Surplus Disposal of Bauer Breathing Air Compressors as Trade-In on Purchase Order #9989 to FDC Rescue Products.**

Chief Schwisow stated Battalion Chief Dave Cochrane did all the leg work on this project; it is a budgeted purchase. He said the breathing air compressor at Station 3 is 17 years old, and about five years ago, SFD updated the self-contained breathing apparatus, which now requires higher pressure; at that time, we replaced the Station 1 breathing air compressor to a higher pressure of 6,000 PSI from 4,500 PSI, which completely fills our systems, but it was discovered the 4,500 PSI system at Station 3 is not upgradeable. During last year's budget process, this was identified as project to include in the capital purchase, and received three formal quotes on a RFP; part of the quote was to remove and trade-in the older compressor; the low bid was chosen and is the same one used by other agencies in the Verde Valley, which helps save trip charges for service, and they offered us the most trade in value - \$5,100 for the old compressor. However, Chief Schwisow said there was one unforeseen issue with the installation, as the new compressor requires a higher electricity demand, and the system at Station 3 was not sufficient to accommodate the new compressor; staff gathered bids on the electrical and is asking as part of this project, for the Board to approve \$4,820 to upgrade the electrical system at Station 3. *Mrs. Cooperman moved to approve Purchase Order #9989 to FDC Rescue Products for \$38,880.82 for Stallion Breathing Air Compressor package and related parts; and Purchase Order #10061 to Village Electric in the amount of \$4,820 for necessary electric to accommodate compressors, and Board Resolution #2015-07 for disposal of the breathing air compressors as trade-ins; Mr. Jablow seconded, and the motion unanimously passed.*

5. **Discussion/Possible Action: Purchase Order #10062 in the amount of \$17,341.00 to Bullhead City Fire Department for DHS-AFG Regional Videoconferencing Grant costs.**

Chief Kazian said the new videoconferencing system was utilized last week as part of the SFD Strategic Plan roll-out and it is a very good tool to utilize for our organization; the actual grant amount was budgeted for equipment at \$9,300 as the 10% grant match; however, Bullhead City Fire wrote the regional grant and did not include the taxes required; this Purchase Order is the combined total for our portion of the grant and taxes; staff requests the \$8,000 for taxes be from contingency; Mrs. Schmidt included a report on the contingency funds available. *Mrs. Schoen then moved to approve Purchase Order #10062 to Bullhead City Fire Department in the amount of \$17,341 for our share of the regional grant and inclusive of \$8,041 for taxes to be utilized from the contingency account; Mr. Jablow seconded, and the motion unanimously passed at five to zero.*

F. **Items from Board Member Scott Jablow:**

1. **Update of 9/11 Memorial Committee.**

Mr. Jablow said the Board charged the SFD 9/11 Memorial Committee to raise money for the goal to have working plans for the Memorial; the committee has reached that initial goal to enter a contract with LEA Architects for the construction plans; the committee recommended approval and is now asking the Board for formal approval; all the funds have been received from corporate and private donations. Mr. Montgomery asked even though the funds are separate in the SFD budget and donations, does the Board

need to approve; Chief Kazian stated this would be expending district funds, and the citizen committee does not have that authority. The committee recently interviewed LEA Architects about the details of its proposal; afterward, the committee unanimously believed LEA would provide a superior product and with its connection to Station 6, would maintain the design standards; LEA said it would take about 6 to 8 weeks for the working plans; after which, SFD would go to an RFP for construction bids. The website for the Memorial – www.sedonafd911memorial.org – is now live; in the future, we will be able to receive credit card donations directly on the website, but for now, those donations must be made in person at Station 1 or over the telephone to staff at 928-282-6800; donation checks can be mailed to Station 1, 2860 Southwest Drive, Sedona, AZ 86336. The committee has also set up a Facebook page for the memorial under “Sedona 911 Memorial”. Mrs. Cooperman congratulated Mr. Jablow and the committee on meeting that initial goal. Mr. Jablow said LEA wants a high quality contractor for this important project, and the committee expressed its desire to include local contractors in the RFP. He reminded everyone as it is the end of the year, donations to the Memorial are tax deductible.

2. Discussion/Possible Action: Purchase Order #8859 in the amount of \$8,600 to LEA Architects, LLC for the SFD 9-11 Memorial Architectural/Engineering Design and Coordination with General and Signage Contractor Services Fee (as Recommended by the Board-appointed SFD 9/11 Memorial Committee on 12-8-15).

Mrs. Cooperman then moved to approve Purchase Order #8859 in the amount of \$8,600, as presented, and to approve the architectural proposal from LEA Architects; Mr. Ernster seconded and the motion was unanimously approved.

3. Update of Shared Services Committee.

Mr. Jablow said the next Shared Services Committee meeting has been scheduled for January 7th at SFD at 9:30 AM. Some have expressed concern that the process is “losing steam”, but he feels it will be back on track soon and it is important for SFD to show its support. Chief Kazian said he is meeting with Local 3690 on January 7th and the representatives are interested in attending the Shared Services Committee afterward.

4. Discussion/Possible Action: Accept Resignation of Board Member Scott Jablow.

Mr. Montgomery stated even though Mr. Jablow’s commitment level to SFD is high, he believes being on the Sedona City Council and the 9/11 Memorial committee are taking up a good deal of his time; regretfully, he has submitted his resignation from the Fire Board. Mr. Montgomery thanked Mr. Jablow for his service. Mr. Jablow said there is one person he credits the most with his participation at Sedona Fire District, and that was his neighbor, Karen Schmitt, who was a great SFD supporter; she is the one that told Mr. Jablow about how wonderful the SFD organization is and that the former Board was taking SFD in a direction the community did not want to go; Mrs. Schmitt recruited him for the recall and subsequent election of Mrs. Schoen, Mrs. Cooperman, and former Board Member Nazih Hazime; he stated how very much Mrs. Schmitt is missed after her passing two years ago. Mr. Jablow expressed his appreciation for the Firefighters and support staff at SFD, and his gratitude to the Administrative staff, especially Carla Dufort and Tricia Greer, for their help and making him feel welcome.

Mr. Montgomery then moved to accept the resignation of Scott Jablow from the Fire Board effective immediately; Mrs. Cooperman provided a second, and stated her pleasure in sharing the Board’s purpose with Mr. Jablow; the motion unanimously passed.

G. Item from Board Chairman Ty Montgomery:

1. Discussion/Possible Action: Upon Resignation of Board Member Scott Jablow, Appointment of Interim Governing Board Member from List of Candidates established in October 2015 to fulfill Mr. Jablow’s Term of Office through November 2016.

Mr. Montgomery said the Board must replace Mr. Jablow, and from the recent vacancy created by the resignation of Mr. Hazime, Tim Ernster was appointed from the interviews held in October; at the October Board meeting, the Board temporarily amended its procedure to keep the list of interested individuals active until the end of the year for this eventuality. Mr. Montgomery stated the next person on the list of available

candidates is David Soto. *Mrs. Schoen then moved to appoint David Soto as the incoming Board Member; Mr. Ernster provided a second; as there was no further discussion, the vote was taken and passed unanimously at four to zero.* Chief Kazian noted staff would swear-in Mr. Soto and certify his Open Meeting Law training.

2. Discussion/Possible Action: Appointment of Board Member to serve as Representative(s) to the Shared Services Committee.

Chief Kazian said Mrs. Cooperman had to step down from this committee and with Mr. Jablow leaving the Board, two new representatives need to be appointed. He said Mr. Ernster stated his interest in participating and newly appointed Board Member Dave Soto has been voluntarily attending all the Shared Services meetings as a civilian, so it might be logical to appoint him. Mr. Soto asserted his interest in the committee. As Mr. Soto has not been officially sworn in, the Board deferred his appointment until its next meeting. Chief Kazian said the Shared Services Committee originally wanted two members from each Board agency participating, but now are willing to have one member and an alternate; he wants to continue showing SFD's support and interest in this endeavor. *Mrs. Schoen then moved to appoint Tim Ernster as a SFD representative to the Shared Services Committee for the greater Verde Valley area; Mrs. Cooperman seconded, and the motion unanimously passed at four to zero.*

3. Monthly Update: Fees for Legal Services Provided to SFD.

Mr. Montgomery noted the legal services fee for November was \$3,562 and is under budget for the year.

IV. FIRE MARSHAL'S SAFETY MESSAGE

Fire Marshal Gary Johnson cautioned all those individuals traveling for the holidays, to be aware of ice, cold, and snowy weather, and although the weather prediction for the next ten days is good, there is the potential for more rain turning into ice. He said many accidents are caused by people not paying attention or being in a hurry. He was reminded recently by a Yavapai County Deputy that most speeding tickets are given to local residents, who have a tendency to drive too fast because they are familiar with the roadways. He asked everyone to slow down, and also have blankets, food, and water in your vehicle, and to maintain at least a half tank of gas on road trips.

V. ADJOURNMENT

The meeting adjourned at 6:00 PM.

Original signed by Corrie Cooperman

Corrie Cooperman, Clerk of the Board

:tg