

# VERNON FIRE DISTRICT BOARD MEETING MINUTES of the January 23, 2017 Board Meeting

This is a summary of the meeting; an audio recording is available for the open session with a request for records

1. **Call to Order** at 19:31
2. **Roll Call of Board Members** – Tony Anderson, Jodie Humphrey, Sara King, and Steve Coombs. Note: Steve Miller present at 19:35
3. **Pledge of Allegiance**
4. **Recognition of Guests** – Bill Whittington, Vernon Fire District's attorney
5. **Call to the Public** – No members of the public chose to speak.
6. **Reports & Correspondence** – None presented
7. **Possible Vote to Go Into Executive Session** for legal advice pursuant to A.R.S. §38-431.03(A)(3) and to give instruction to legal counsel pursuant to A.R.S. §38-431.03(A)(4) re:
  - a) Chief's contract; exemption status; status of Chiefs holiday pay; repayment of paid holiday pay.
  - b) District Budget; who is responsible for presenting the Budget? Who can restrict the Budget?
  - c) Possible yearly guidelines for employee compensation rates.
  - d) Approval of monthly financial reports.
  - e) New sick pay law; impact on District.
  - f) Possible workshops for policy review and bylaws.
  - g) Informational updates by email between Board Members and Fire Chief; possible risks.
  - h) The role and interaction of the Board and of the Chief; interaction between Board members and employees.
  - i) Memo dated January 10, 2017 submitted by Steve Miller, concerning recent interactions between Board members and employees, and the Chief and employees.
  - j) Report and related documents submitted to Director Miller by Kathy S. Carlson, Western Forensic Document Examiner.
  - k) Notice of Conflict of Interest by Board Member Coombs re: pending Open Meeting Law complaints; pending Attorney General complaints; possible resolution of it. Note Steve Coombs recused himself from this item and left the room for item k.Steve Coombs returned after the completion of item k.  
Motion to adjourn Executive Session and resume Open Session by Steve Miller; 2nd by Sara King. Vote: unanimous yes. 23:36
8. **Business** – Regular meeting called to order from executive session at 23:41.
  - a) Discussion and/or possible action re: Chief's contract; exemption status; possible repayment of holiday pay. Steve Coombs Motioned to amend the Chief's employment agreement to show the review date changed from February to August. Jodie Humphrey made the 2nd.. Vote: unanimous yes.
  - b) Discussion/ possible action re: District Budget preparation and limits. No Discussion, No Action.
  - c) Discussion/ possible action re: employee compensation rates. No Discussion, No Action.
  - d) Discussion/ possible action re: process for approval of monthly financial reports. No Discussion, No Action.
  - e) Discussion/ possible action re: new sick pay requirements. No Discussion, No Action.
  - f) Discussion/ possible action re: possible workshops for policy review and bylaws. No Discussion, No Action.
  - g) Discussion/ possible action re: process for managing email between Board members and the Fire Chief. No Discussion, No Action.
  - h) Discussion/ possible action re: the role and interaction of the Board and of the Chief; interaction between Board members and employees; possible policy considerations. No Discussion, No Action.
  - i) Discussion/ possible action re: memo dated January 10, 2017, submitted by Director Miller, concerning recent interactions between the Board members and employees; and the Chief and employees. No Discussion, No Action.
  - j) Discussion/ possible action re: report and related documents submitted to Director Miller by Kathy S. Carlson, Western Forensic Document Examiner. Motion by Steve Coombs for the Chief to submit a report to the Board concerning this issue and the issues that were raised. 2nd by Steve Miller. Vote: unanimous yes.
  - k) Discussion/ possible action re: Conflict of Interest by Board member Coombs re: Open Meeting Law complaints; other complaints filed with the Attorney General's office. Steve Coombs recused himself and Sara King, Clerk of the Board, took the place of Chairman and made the motion to direct legal council to proceed as instructed in executive session. Tony Anderson made the 2nd. Vote: Tony Anderson made the 2nd. Vote: Tony Anderson – yes, Jodie Humphrey – yes, Sara King – yes, Steve Miller – yes, Steve Coombs – Abstain. Passed.  
Steve Coombs returned as Chair.
9. **New Agenda Items** – Steve Miller requested the Risk Pool item be placed on the agenda as well as another item previously given to the Chairman.
10. **Adjournment** – Motion to adjourn by Steve Coombs, 2nd by Tony Anderson. Vote: unanimous yes. Adjourned at 23:46.