

Harquahala Valley Fire District Board
Minutes for Special Meeting
December 29, 2014
6:00 PM

The Harquahala Valley Fire District Governing Board (**HVFDB**) convened in a Special Meeting on Monday December 29, 2014 at the Harquahala Valley Fire Station located at 51501 W. Tonto Street Tonopah, AZ

Chairperson Judy Henderson called the Meeting to order at 6:00 PM. Pledge of Allegiance to the Flag of the United States was given by all in attendance. Roll call, those present were Charles Main, Clerk, Harry Thomas, Chairperson, Judy Henderson. All sitting Board Members were present.

(Agenda item # 4) Discussion of Verbiage for Interim Chief Posting *

Chairperson Judy Henderson advise board that they can go in to Executive session if need be regarding the verbiage. Chairperson Judy Henderson read the current draft, **HVFDB** then discussed what need to be changed for the current posting. Board Member Charles Main suggested that an opportunity for full time position is added. There was a consensus on that and the number of calls the District makes changes to 300, a minimum of 40 hours per week is expected, compensation of \$1500.00 per week plus fuel stipend and a phone and the deadline to apply is January 26, 2015 (see attached)

(Agenda item # 5) Discussion of Time Line for Interim Chief Selection

Chairperson Judy Henderson opened discussion asking how long the other Board members thought should be allowed for the interviewing process, she also felt that a back ground check should be done and that possibly the Posting Notice be amended to mention that a release needs to be signed for same. There was a consensus that since application deadline was January 26, 2015 that interviews would take place on February 9, 2015 at 6 PM. during a Special Meeting.

(Agenda item #6) Acceptance & Approval of Agenda & Minutes from Sub-committee for Recommendations of Open Board Seats

Chairperson Judy Henderson read Open Meeting Law regarding sub-committee and how they are subject to the Open Meeting Laws. Chairperson Judy Henderson asked Chairperson of the sub-committee Micheal Haynes if the meetings organizational meeting was posted and if he had the minutes. He said the Agenda was not posted. Chairperson Judy Henderson informed him they have 30 days to ratify that. Chairperson Micheal Haynes replied they would do that and turn it in with their minutes of the meeting they held to today, which had been posted.

(Agenda item #7) Receive Sub-committee Report: Recommendations for Open Board seats

Chairperson Micheal Haynes reported they held a meeting today at the New Harquahala Power Plant and he would like the Firefighters Union rep Mike Holliday to give the report. Mike Holliday asked permission from the **HVFDB** to give the report. (attached) The Sub-committee recommends the following people. Larry Deneen, Elisa Bigbey, Robert and Karen Gueltzow. Chairperson Judy Henderson thanked the committee for their recommendations.

(Agenda item #8) Interview Candidates for Open Board Seats

Chairperson Judy Henderson asked all the candidates that were in the room to please step outside. The procedure will be each sitting Board Member will ask each Candidate three question in rotation starting with Board Member Charles Main, Clerk Harry Thomas, Chairperson Judy Henderson until each sitting Board member has asked all 3 of their questions from each potential candidate. There were five potential candidates in the room. Elisa Bigbey, Susan Combs, Robert Gueltzow, Frank Haas, Stacy Smith They were called in alphabetical order. All candidates received the same set of questions and answered except Robert Gueltzow who withdrew prior to the interview.

(Agenda item #9) Executive Session: * May go to discuss Verbiage of Posting or Open Board Candidates

Special Meeting was adjourned to go into Executive Session to discuss Open Board Member Candidates Clerk Harry Thomas makes a motion to adjourn into Executive Session second by Board Member Charles Main, call for vote.

Vote was taken and passed (Agenda item #9)

Charles Main	yes
Harry Thomas	yes
Judy Henderson	yes

(Agenda item #10) Vote to return to Special Meeting Session

Clerk Harry Thomas makes a motion to return to Special Meeting session second by Board Member Charles Main, call for vote.

Vote was taken and passed

Charles Main	yes
Harry Thomas	yes
Judy Henderson	yes

(Agenda item #11) Nominations and Board vote for Open Board Seats

Chairperson Judy Henderson notes that the two seats open have different terms, she states one is 2015 the other is 2016, Clerk Harry Thomas nominates Susan Combs for one seat, second by Board Member Charles Main, call for vote.

Vote was taken and passed

Charles Main	yes
Harry Thomas	yes
Judy Henderson	yes

Susan is asked whether she prefers 2015 or 2016, she replies she is open

Board Member Charles Main nominates Elisa Bigbey for the remaining board seat, there is no second. Chairperson Judy Henderson nominates Stacy Smith for the remaining board seat, second by Clerk Harry Thomas, call for vote.

Vote was taken and passed

Charles Main	no
Harry Thomas	yes
Judy Henderson	yes

Stacy is asked whether she prefers 2015 or 2016, she replies she prefers 2016. Board Member Charles Main states that may be an error he believes it would be 2016 and 2018. Chairperson Judy Henderson will check with Board of Supervisors on exact term dates.

(Agenda item #12) Oath of Office and Notarization for selected appointees to **HVFDB**

Chairperson Judy Henderson is informed no Notary is present, Susan and Stacy agree to come to District Station tomorrow to do their oaths and get them notarized.

(Agenda item #13) Adjourn

Motion by Board Member Charles Main to Adjourn second by Clerk Harry Thomas, call to vote.

Vote was taken and passed

Charles Main	yes
Harry Thomas	yes
Judy Henderson	yes

Adjourn 8:05 PM

Harquahala Valley Fire District Board
Minutes for Special Meeting
January 12, 2015
6:00 PM

The Harquahala Valley Fire District Governing Board (**HVFDB**) convened in a Special Meeting on Monday January 12, 2015 at the Harquahala Valley Fire Station located at 51501 W. Tonto Street Tonopah, AZ 85354

Chairperson Judy Henderson advised attendees the Board may go into Executive Session on any Agenda item pursuant to A.R.S. 38-431.03 (a) (3) for legal advice. She also advised attendees that Board Members or other participants may attend by telephonic conference. She stated all agenda items will be subject to board consideration, discussion, approval or other action.

Chairperson Judy Henderson called the Meeting to order at 6:00 PM. Pledge of Allegiance to the Flag of the United States was given by all in attendance. Roll call, those present were Susan Combs, Charles Main, Stacy Smith, Clerk, Harry Thomas, Chairperson, Judy Henderson. All sitting Board Members were present.

(Agenda item # 4) Discussion regarding Interim Chief Position including:

Updates on Interim Chief Applicants, expedition of hiring Interim Chief procedures, alternative sources for Interim Chief, contract specifics for Interim Chief including but not limited to pay, duties, duration and benefits and using the District's Attorney for the language of the Interim Chief contract.

Chairperson Judy Henderson opened the discussion by referring to the letters of interest turned in by Robert Spinner and Martin Scott Van Boerum. She asked if all board members had a chance to review them. Susan Combs felt that Mr. Spinner lacked any financial experience. Charles Main felt that Mr. Spinner coming from Linden Washington may expect to get the Full time position. He also noted that he was an Asst. Chief currently. It was noted that Mr. Van Boerum was from Arizona with 27 years in Fire Service. 8 of those as a Chief. Is currently self employed as a consultant in several places.

Chairperson Judy Henderson stated an another option was to promote from within. As the Interim Chief is a temporary contract position, it could offer our senior captain and down the line of captains if he was not interested, a good resume addition. It was discussed that if the senior captain was not interested it would then go by test scores of the other captains. Discussion regarding if a Captain went into Acting Chief position, an Engineer would step into the Acting Captain position and perhaps increasing the available personal to fill the Acting Chief position by using Captains and Engineers. There was a consensus that if there was an internal move up the "Acting Chief" would be offered the same salary and benefits as have already been posted for Interim Chief. The job would require 40 hour week and the choice of 5, 8 hour day or 4, 10 hour days would be given the applicant. While duties, pay, benefits and duration were discussed specifics would be in the contract. There was a consensus that the Board will draft a contract and only use the attorney to read over, with revision of same if needed to be handled by the board. Chairperson Judy Henderson volunteered to start on the draft of contract for Interim Chief if applicant is from within the current District Employees. She also will send an email to Captain Rick Garcia inquiring if he is interested in the position of Acting Chief.

(Agenda item #5) Plan and Calender next Special Meeting in regards to Interim Chief position

Chairperson Judy Henderson noted that time is of the essence in completing the chain of command so that **HVFDB**, Fire Fighters and Administration can function together. Consensus that Monday, January 19, 2015 at 6 PM will be the next Special Meeting

(Agenda item #6) Adjourn

Charles Main made a motion to adjourn second by Clerk Harry Thomas call for vote.

Vote was taken and passed

Susan Combs	yes
Charles Main	yes
Stacy Smith	yes
Harry Thomas	yes
Judy Henderson	yes

Meeting Adjourned 7:01 PM