

**Minutes to the meeting of the Board of Directors of the Sonoita-Elgin Fire District**

**23 September 2019**

**9 a.m.**

**Call to Order**

**Pledge of Allegiance**

**Roll Call** – Bahti, Dorney, Webber, Archibald, Johnson present

**Call to the Public** – No public comments

**Review & approval of the minutes of 26 September 2019-** Motion to accept as presented was made by Johnson, seconded by Archibald; motion carried unanimously.

**Chief Report** – Chief De Wolf gave his monthly status of the fire district:

- a. **Run Report** – we responded to 57 runs in August, that brings our total for the first 8 months of the calendar year to 406. We've had 60 simultaneous runs to date.
- b. **Palmonias Fire IGA with SEFD** – going well; liquidating apparatus \$45,000 so far with more apparatus to go. PSPRS claim closed with no payout.
- c. **Dispatch** – waiting for the City of Nogales to complete a coverage map. If the coverage isn't very good, then we would look at the cost to build up their infrastructure or not using them at all. We are still talking with Nogales Sheriff's office. Chief Horvath is doing a wage analysis to see if this is part of the problem.
- d. **Grants** – \$88,450.00 Radio grant – approved. Fuels Mitigation Gap grant – approved; CWPP grant – approved. The following grants have been denied – Jaws of Life and Turnouts.
- e. **Community events** – Things went well with the Rodeo and Fair. Next upcoming event is Halloween and we will have a crew there participating.
- f. **DOC** - mowing and continues to work on grounds up keep. He also completed the walk through on the southside by the mowed field to assist in flow of foot traffic from parking area to building. The lot has been cleaned up for spare parking and has helped relieve the parking congestion with breakfast, quilters, classes, etc.
- g. **Strategic Planning** – all items in except PPE and washer; getting final quotes for turnouts; new hire Sept 27th with 9 candidates for 2 open positions; apparatus sale of 824 is on track with taking it out of commission.
- h. **Fire codes** – discussion on ways to update/change codes, best way to go about educating the community.

**Mr. Barth and the room use** – Mr. Barth states that he is not doing any campaign work here. He states what he does use the room for: performs work for Cochise County as a magistrate ie marriages, Federal Background checks and interviews as a private investigator, lesson plans for counter-terrorism class taught at Ft. Huachuca, Dept of Corrections supervisor for crews in the Sonoita area plus holds meetings with DOC officials.

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Chief feels there is no conflict with anything going on at the station and SEFD use of the room. If Mr. Barth wants to rent the meeting room like any other community group, he is welcome to make the room rental arrangements.

SEFD Board clarifies that the Board does not support any candidate and no campaigning is being done at the station. The Board will continue to follow the State Law accordingly and feels there is no conflict at this time. In addition, they will keep the current working relationship between SEFD and Mr. Barth

**PSPRS Update** – There were no updates from the PSPRS Local Board.

**Financials** – MS Rutter reviewed the Balance Sheet, the Profit & Loss Statement and the Cash Flow Forecast with the Board of Directors. There were no items of concern. Motion to accept the finances as presented was made by Archibald, seconded by Dorney, motion carried unanimously.

**Study Session with the Board and Staff**

- A. Reformatting the review process 2019-2020 Goals: Webber wanted to know if there were any items Chief specially wanted to complete by the end of 2020. On last page was the list. The Board will review what the Chief put together and then bring their own comments/ideas to the **Oct 21<sup>st</sup>** board meeting.
- B. Hotline: After further investigation and discussion with Donna Aversa, Johnson felt that it wasn't appropriate at this time. Webber felt the current HR policies is sufficient for the departmental needs. Rest of the board agreed.

HR policy: go through what the Chief sent them previously and write down ideas for discussion and then it will be compile and taken to Brenda Tranchina for review. The ideas are to be sent to the Chief within the next 2 weeks. Compiling will be done by **Oct 21<sup>st</sup>** board meeting.

- C. Open Board Policies for review to add Chief's review policies: Board voted to open the policies – motioned by Archibald, seconded by Webber. This will enable them to add the Chief's review procedure after 28 days or at the next Board meeting.

**Adjournment** – Motion to adjourn by Archibald, seconded by Johnson; motion carried unanimously.

Minutes approved on October 28, 2019, \_\_\_\_\_, Board Clerk.  
Susan Archibald

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