

**Minutes to the regular meeting of the Board of Directors of the Sonoita-Elgin Fire District  
Monday, 30 March 2020  
0900**

**Call to Order**

**Pledge of Allegiance**

**Roll Call** – All Board members present; also present were Chief De Wolf, BC Bennett, EMS Director Sink, and Admin Goodwin. V. Rutter was also present for part of the meeting. No public attended.

(Due to COVID-19, This meeting was held in compliance with Governor Ducey's meeting restrictions. There were no members of the public in attendance; and no members of the public asked to attend.)

There was an immediate motion by Sue Archibald to go into Executive Session for legal advice with Donna Aversa (District's Attorney) was present by phone; seconded by Kurt Bahti; motion carried unanimously.

**Johnson;** 0937 out of Executive Session and back in regular session. We have discussed the contract with the attorney and need to have a motion to approve the contract. MS Aversa admonished the Board to remember that what happens in Executive Session is confidential. Johnson reiterated MS Aversa's statement. Motion to approve the Chief's contract with corrections for grammatical errors was made by Bahti, seconded by Dorney; Aversa asked if Chief had any discussion. Chief asked if the motion was for the Chief to accept it or for the Board to accept it to give to the Chief. After a brief bit of confusion, the Chair asked that the motion be suspended at this time, move on to other board business while the chief reviews the revised contract. Bahti decided to withhold his motion while the chief review's the contract. The phone contact with Aversa was terminated.

**Call to the Public** – there was no public in attendance.

**Minutes** – Bahti made a motion to approve the minutes of 24 Feb 2020 with corrections noted in Call to the Public and deletions to the following paragraph; motion was seconded by Dorney, then followed a bit of discussion, the result was that the corrections were made and a new paper copy was presented for signature. Motion to approve the minutes was adjusted to "as corrected" was made by Bahti, seconded by Dorney was still in force, after discussion and corrections, motion carried unanimously.

**Financials** – The Balance Sheet, Profit & Loss and Cash Flow Forecast were presented to the Board by V. Rutter. There were no unusual transactions for the month of February; motion to accept the finances as presented was made by Webber, seconded by Archibald, motion carried unanimously.

**Chief's Contract** – The Board of Directors presented the contract to the Chief asking if the Chief is accepting the Contract. The Chief did accept the contract. Kurt do you wish to move forward with your motion, Kurt – yes, Annette – Yes; motion carried unanimously.

**Executive session item #3** – for legal advice for a personnel matter with our attorney. Motion made by Archibald, seconded by Webber; motion carried unanimously. Executive session included Chief De Wolf; D. Aversa was present by phone. Contact with Aversa was terminated prior to returning to open session.

At 1058 we are back in regular session; quick reminder that the content of executive session is confidential; no action was taken during executive session. Kurt Bahti had to leave the meeting.

Report from Fire Chief:

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- 51 runs; 28 in-district and 18 out-of-district transports;
- We did not get the grant for safety vests; the other two grants are still pending, most of the federal funds are being pushed to COVID-19
- COVID-19 – there are two confirmed cases on the west side of the county. AS of today, there are 1545 cases in the state, 20 deaths. Affected 52% male, 48% female. The bulk are in Maricopa County. Those numbers are going up because testing has become more aggressive. As far as the department, some of our young folks are a little jittery, they've not lived through something like this. I mentioned the gas shortage and they had no idea what I was talking about. For us it's day to day it's normal business. We are stressing to everybody that there are not enough masks to go around. We are doing a lot of hand-holding. It's pretty stable here. The biggest thing is that everything is changing.
- We are starting to work on our budget. Next month I'll have a budget for the board. We're on track for our budget schedule. So until further notice, this will be our COVID-19 set-up, as things progress maybe we can go back to our normal set-up.
- We are cancelling all of our HR Meetings; we will also be canceling all breakfasts for the remaining part of the year. We'll plan on having something like a burger bash for the community. We do have some events coming up at the fairgrounds, we are in contact with them as things progress (with COVID-19).
- We did a 360 with our staff; once he's done, we're going to do it as a staff meeting (command staff). We're doing the whole department; we're learning a lot. Once he's done, then we'll do it as staff and look at our strengths and weaknesses and how we'll move forward from there. Webber mentioned that she had never heard back from him. Dorney, I've gotten several invitations to go to these meetings. He has us kind of mixed up so we will be sending him a set of emails to make sure he knows Board, Staff, Captains, Career Personnel and Volunteer Personnel. We're going to send him a revised email list, so he can focus his emails to specific individuals. We did a 360 on the whole department, I asked him to go back to 2016 and see where we're at; some we have moved up in, some we've moved down. We have some reasoning now to know where we need to go.

**Adjournment** – Motion to adjourn was made by Archibald, seconded by Dorney, motion carried unanimously.

Minutes approved on 27 April 2020, \_\_\_\_\_, Board Clerk.  
Reba Webber