

**Minutes to the regular meeting of the Board of Directors of the Sonoita-Elgin Fire District
At noon on Monday, 7 April 2021**

Note: there was heavy interference with the sound at the start of the meeting.

Call to Order

Pledge of Allegiance

Roll Call – all board members present (4) also present was Donna Aversa, Attorney

Call to the Public - eliminated

Approval of the minutes to the meeting of March 22, 2021 – Motion by Dorney to approve the revised minutes as presented by Webber, seconded by Garber. Motion carries unanimously.

Action item #1 – Resident to fill open position for Local Pension Board : Johnson: Motion to appoint Kathleen Crocket to the Local Pension Board by Dorney, seconded by Webber (Webber asked Crocket to speak on her qualifications, however she did not have a mic so her voice was very faint.) Motion carried unanimously.

Action item #2 – How minutes are taken, drafted, approved and posted: Webber – I would like to table this until our regular Board meeting. Item was tabled.

Action item #3 – Costs of investigation/Community information: Johnson – The district’s attorney would like to address the Board in executive session, answer questions on how that’s going to happen so do you want to go into executive session to talk to the attorney? Motion by Webber to go into executive session to gather additional information, seconded by Dorney; motion carried unanimously. Entered executive session. 1212

Reconvene the public session: 1310.

Reminder that executive sessions are confidential.

Item #3 Regarding concerns over costs of investigations, community information: Motion to put together a Board press release by Garber, seconded by Garber. Motion carried unanimously. Board member Johnson shall write a public statement.

Item #4 – Review, discussion and possible action for preparation and presentation of list and documentation for vendor and personal service contracts. Webber – Jon, do we have any contracts? Attorney Aversa pointed out there should be some contracts. Webber – we should have some documentation. Garber - In order for us to have a handle on these [budget] figures, we need to get a handle on those contracts. Webber – So there are no contracts. Buonaccorsi – you only asked me about two; he went on to explain the those two. Webber – we realize this has been a shortfall for the Board. We are going to be requiring contracts, so when we are looking at budget items, we are aware of why the changes are taking place.

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Item #5 Executive session for legal advice regarding a personnel matter where the fire Chief may be a witness: Motion by Dorney, seconded by Garber, motion carried unanimously. 1315

1347 Back in regular session

Item #6: Appoint a Board member to be the point contact for a personnel investigation where the fire chief was a witness: Donna Aversa (Attorney) In this particular situation an allegation was made of a potential violation of SEFD policy which you are obligated to investigate. Because the ----- not understandable---- [guest speakers need a mic]----- Johnson broke in her to caution members that what happened in executive session is confidential. The end result seems to be that R. Garber would be the Board contact and Ops Chief Meredith be the point of contact for personnel. Seconded by Dorney. Motion carried unanimously.

Item #7 Executive session for legal advice regarding submission of claims with our insurance carrier: Motion to go into executive session by Webber, seconded by Dorney, motion carried unanimously. Recorder was cut off just as Johnson was going to state the time.

Back in regular session: Reminder that executive sessions are confidential. No time noted by Chair.

Item #10 Regarding supplement to investigation that established the unauthorized payments to the former fire chief including to examine the internal process and internal controls in processing payments: Motion by Dorney to engage SEFD's investigator Katherine Baker to investigate how payments not authorized by the SEFD Board that were paid to Chief De Wolf were processed and designate Chairman Johnson to be the point person with the investigator and [Acting] Chief Buonaccorsi to facilitate the investigator's access to information, access to SEFD members and scheduling of any interviews. Seconded by Garber. Attorney Aversa spoke at this point, but as she wasn't wearing a mic, her words were not understandable. Johnson – Review and update internal controls. Garber – So much of this has come from a breakdown of internal controls. Called for the question: motion carries unanimously.

Item #12 Regarding referral of unauthorized payments to the county attorney's office for review and potential recovery of payments: Motion by Dorney to refer the former Fire Chief to the county attorney's office and direct SEFD attorney Donna Aversa to initiate the referral and facilitate providing SEFD information to the county attorney's office. Seconded by Webber; motion carries unanimously.

Budget study session – the regular meeting was followed by the Budget study session (a total of 1 hour 29 minutes) was dedicated to discussion between the Acting Chief and board members directly related to the proposed budget. In spite of the fact that the Board did not allow public comment during the regular meeting, they did respond to public questions/comments during this portion of the meeting. The Board elected to have an additional budget study session on April 19, 2021 at 0900.

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Adjournment: motion to adjourn by Webber, seconded by Dorney. Motion carried
unanimously. 1615

Minutes approved by _____, Board Clerk, on _____.
Reba Webber date

DRAFT