

**Minutes to Special Meeting of the Board of Directors of the Sonoita-Elgin Fire
District
Monday June 21, 2021 at 1:00 PM**

1-CALL TO ORDER/ROLL CALL - Dorney, Garber, Johnson, Webber (telephonically), SEFD Fire District Attorney Donna Aversa present.
Note: Webber joined meeting at start of Executive Session (item #3 listed below)

Governing board members and/or attorney may attend telephonically/digitally.

2-PLEDGE OF ALLEGIANCE

3. Executive Session for Legal Advice. The Board may vote to go into Executive Session pursuant to ARS Sec. 38-431.03(A)(3) for discussion or consultation for legal advice with the SEFD District's attorney regarding:

- Investigation Report regarding allegations of bullying
- Investigation Report regarding internal controls.

Motion by Dorney to enter into Executive Session, seconded by Garber, motion carried unanimously at 1:06 pm. *Note: Webber joined Session at 1:10pm.* Back in regular session at 3:37 pm.

Note: Executive Sessions are confidential pursuant to ARS Sec. 38-431.03 (C).

4. Review, discussion and possible action regarding disposition of allegations of bullying:

The independent investigation found no evidence of bullying that was reported by the former employee. The Board does not need to take any action regarding this item.

5. Review discussion and possible action regarding report on internal controls including but not limited to:

- SEFD Board Policies
- SEFD Personnel Policies
- Delegation of SEFD administrative functions, job descriptions
Organizational Chart

The Internal Controls investigation made several recommendations to the Board. A recommendation to hire an outside bookkeeping company for the District will be added to the next Board meeting agenda. No further action taken on this item.

6. Review discussion and possible action regarding use of outside contractors and consultants:

The Board will add this item, which is part of the internal controls issues, to the next Board agenda. No further action taken on this item.

7. Review, discussion and possible action regarding status of pending insurance claim for financial loss:

Donna Versa has submitted the Insurance Claim and backup information. Chair Johnson and Acting Chief Buonaccorsi are working on providing some additional information that was requested. No timeframe has been identified by the Insurance Company. No further updates at this time.

8. Review, discussion and possible action regarding referral to Santa Cruz County County and Sheriff's Office:

Chair Johnson and Acting Chief Buonaccorsi have met with the Sheriff's office, a case has been created. The Sheriff's office is developing a report that will be forwarded to the Santa Cruz County District Attorney. No further updates at this time. No further action taken.

9. Executive Session for Legal Advice. The Board may vote to go into executive session pursuant to ARS Sec. 38-431.03 (A)(3) for discussion or consultation for legal advice with the attorney for SEFD regarding threatened claim/special action from Peter Potosky:

This item deferred after discussion on item #10. Based on the decision on item #10, the Executive Session was not required. Decision on item #10 resolved item #9.

10. Review, discussion, and possible action regarding threatened claim/special action lawsuit from Peter Potosky:

Community member Mr. Potosky is threatening to sue the District due to claims regarding access to public information. The Board has decided to take no action at this time. The Board decided to designate an individual to accept service should Mr. Potosky attempt to process and serve a lawsuit documents to Board members. Motion made by Chair Johnson to designate the Fire District lawyer Donna Versa to accept service for the District, seconded by Dorney, motion carried unanimously.

11. Future agenda items. The Board may request items to be placed on a future agenda for discussion and consideration at the regular board meeting or future date:

Donna Aversa will provide a list of the discussed items and also add the information from items #7 & 8 of this agenda.

12. Adjournment:

Motion to adjourn made by Garber, seconded by Dorney, motion carried unanimously at 3:55 PM.

NOTICE: The Sonoita-Elgin Fire District Board of Directors may go into executive session for the purpose of obtaining legal advice from the Fire District's Attorney(s) on any of the above agenda items pursuant to A.R.S.§38-431.03(A)(3).

Minutes approved by Reba Webber, Board Clerk, on 7/27/2021
Reba Webber date