



HIGHLANDS FIRE DISTRICT

BOARD OF DIRECTORS REGULAR MEETING

Notice is hereby given that a regular Fire Board Meeting will be held on **Tuesday, November 17, 2015 at 5:00 PM at Station 21, 2838 Kona Trail, Flagstaff, Arizona.**

In accordance with A.R.S. § 38-431.01, meetings of the Highlands Fire District Board shall be open to the public. In accordance with A.R.S. § 38-431.02, any item on this agenda and any other matters related thereto will be subject to Board consideration, discussion, approval, or other action.

1. **Call to Order**
2. **Roll Call** - Chairman Kloeber, Clerk Hirsch, Director Murphy, Director Bippus, and Director Martin
3. **Pledge of Allegiance, Invocation, Mission and Vision Statements, and Board Responsibilities**
 - A. Pledge of Allegiance
 - B. Invocation
 - C. Mission - The Highlands Fire District is an emergency service and community oriented organization dedicated to protecting the lives and property of its residents and visitors through emergency medical services, fire suppression, fire prevention, and public education.
 - D. Vision – The Highlands Fire District will be recognized for the highest standards, levels of trust, innovation, and accountability while exceeding community expectations. We will succeed by developing and maintaining strategic partnerships, hiring and promoting quality people, and positioning the District for fiscal sustainability, both now and in the future.
 - E. Selected Board Responsibilities
4. **Welcome Visitor**
5. **Call to the Public** - *In accordance with A.R.S. 38-431.0 1(H), any person may address the Board on any matter within the jurisdiction of the Board. The Board may respond to criticism, ask staff to review a matter, or ask that the matter be put on a future agenda. The Board shall not discuss or take legal action on matters raised unless the matters are properly noticed for discussion and legal action.*
6. **Approval of Minutes**
 - A. October 1, 2015 Work Session
 - B. October 20, 2015 Regular Meeting
7. **Finance**
 - A. Warrants
 - B. Financial Report
 - C. Correspondence regarding County's Interest Earning Report
8. **Summary Reports & Correspondence** - *In accordance with A.R.S. §38-431.02(K), the Board shall not propose, discuss, deliberate, or take legal action on any matter in the summary reports.*
 - A. IAFF Local Chapter 1505 Summary Report
 - B. Battalion Fire Chief's Summary Report
 - C. Fire Chief's Summary Report
 - D. Fire Board Chairperson's Summary Report
 - E. Correspondence
9. **Topics of Discussion and Possible Legal Action**
 - A. Consideration to approve amended FY 2015 Audit.
 - B. Conduct Annual Fire Board Officer Election for positions of Chairperson and Clerk
 - C. Renew Oath of Office and Conflict of Interest Statements
 - D. Consideration to approve Request For Disposal by Public Auction for the 1986 Ford/Becker F-350 with Snow Plow assembly & 2006 Chevrolet 3500 Utility Truck
 - E. Consideration to approve revision to HR Policy 10.09 Probationary Periods
 - F. Consideration to approve revision to Directive 221 Fee Schedule
 - G. Consideration to approve Polling Place Agreement with Coconino County
 - H. Discussion regarding Fire Board's input for 2015 Strategic Plan; specifically, Focused Goals and Objectives
 - I. Discussion regarding Joint Legislative Study Committee on Rural Area Fire District Funding & Taxation
 - J. Discussion regarding Ponderosa Fire District's interest in a Joint Management Agreement with Highlands Fire District
 - K. Review Community Survey Results
 - L. Review Fire Board Task Calendar
10. **Board Member Comments**
11. **Adjournment**

In compliance with the American with Disabilities Act, if you need special assistance to participate in a meeting, please contact Jayme Jones at (928) 525-1717. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangement to assure accessibility to the meeting.