



# HIGHLANDS FIRE DISTRICT

## BOARD OF DIRECTORS REGULAR MEETING

Notice is hereby given that a regular Fire Board Meeting will be held on **Tuesday, December 15, 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. Review Selected Board Responsibilities
4. **Welcome Visitors**
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. November 17, 2015 Regular Meeting
7. **Finance**
  - A. Warrants
  - B. Financial 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. Discussion and possible request to approve 7710 Insurance Company Proposal; presentation by Wiatt Wong
  - B. Discussion regarding necessity for official written resolutions
  - C. Consideration to approve District Fee Schedule Resolution
  - D. Discussion regarding amending the District FY 2016 Budget
  - E. Consideration to approve Letter of Declaration for Wells Fargo Bank
  - F. Discussion regarding the appointment of a District citizen to serve on PSPRS Local Board, term beginning on April 1, 2016.
  - G. Discussion regarding 2016 Strategic Plan; specifically, Board's Message and Goals & Strategic Objectives
10. **Adjourn to Executive Session to discuss Chief Foreman's Annual Evaluation** per A.R.S. § 38-431.03(A)(1) Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body, except that, with the exception of salary discussions, an officer, appointee or employee may demand that the discussion or consideration occur at a public meeting.
11. **Return to Topics of Discussion and Possible Legal Action**
  - H. Consideration to approve results of Chief Foreman's Annual Evaluation
  - I. Determine Chief's Goals for 2016
  - J. Review Fire Board Task Calendar
12. **Board Member Comments**
13. **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.*