



HIGHLANDS FIRE DISTRICT  
FIRE BOARD OF DIRECTORS  
SPECIAL MEETING MINUTES • 01/07/19

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The special meeting of the Fire Board of Directors was held on Monday, January 7, 2019 at Station 23, 3350 Old Munds Highway, Flagstaff, Arizona.

1. CALL TO ORDER. The meeting was called to order at 3:00 PM.
2. ROLL CALL. Board members Chairperson Kloeber, Clerk Hirsch, Director Bippus, and Director Martin were present.

Administrative personnel Chief Dirch Foreman and Ms. Jayme Jones were present.

3. INTERVIEWS TO FILL BOARD VACANCY. The Board discussed the process for conducting interviews to select a person to appoint to the Board. Interview questions were distributed, and each member was assigned questions to ask the candidates.
  - A. FIRE BOARD INTERVIEW WITH MR. JOE FAVAZZO. The Board began interviewing Mr. Favazzo at 3:15 PM and concluded at 3:45 PM. The Board thanked Mr. Favazzo for his time and interest in serving on the Board.

The Board took a break at 3:45 to wait for the next scheduled interview at 4:15 PM.

- B. FIRE BOARD INTERVIEW WITH MR. DOUGLAS SWENSON. The Board began interviewing Mr. Swenson at 4:15 PM and concluded at 4:27 PM. The Board thanked Mr. Swenson for his time and interest in serving on the Board.

Following the completion of interviews, the Board discussed and deliberated the candidates' qualification, and best fit to serve on the Board. After discussion, a MOTION was made by Director Martin and was seconded by Director Bippus to appoint Mr. Joe Favazzo to the Fire Board; the motion was unanimously APPROVED.

4. ADJOURNMENT. A MOTION was made by Clerk Hirsch and was seconded by Director Martin to adjourn; the motion was unanimously APPROVED. The meeting adjourned at 4:47 PM.

Respectfully submitted,

Jayme Jones  
Administrative Assistant III