



HIGHLANDS FIRE DISTRICT

BOARD OF DIRECTORS

REGULAR MEETING AGENDA · 03/18/20

Notice is hereby given that a regular Fire Board meeting will be held on **Wednesday, March 18, 2020 at 5:00 PM at Fire Station 23, Administration Board Room, 3350 Old Munds Hwy, Flagstaff, AZ.** 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 Favazzo, Director Hirsch, Director Bippus, and Director Martin.

3. Pledge of Allegiance, Invocation, Mission and Vision Statements, and Board Responsibilities

A. Pledge of Allegiance and Invocation

B. 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.*

C. 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.*

D. 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. **Recognition** – The Board and staff thank Robyn Martin for believing in the mission, providing invaluable support, and contributing of 6 years of dedicated service to the Highlands Fire District.

7. Approval of Minutes

A. February 17, 2020 Regular Meeting

B. March 9, 2020 Special Meeting

8. Finance

A. Warrants

B. Financial Report

9. **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 following 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

10. Topics of Discussion and Possible Legal Action

- A. Discuss process to appoint a Board member to serve the remainder of Robyn Martin's term on the Board.
- B. Discuss dispatch service fees.
- C. Discuss Fire Station 25 natural gas regulator repair.
- D. Update regarding District mil rate and potential legislation related to the mil rate cap.
- E. Update regarding Chief's Planning Committee/Budget Preparation.
- F. Consideration to approve employee medical insurance coverage for fiscal year 2021.
- G. Discuss legislation related to firefighter presumptive cancer and associated worker compensation rate increases; consider potential options for providing worker compensation insurance for fiscal year 2021.
- H. Consideration to approve Auditing Service Agreement with Hinton Burdick CPAs & Advisors for fiscal years ending June 30, 2020, 2021 and 2022. Included related discussion on continuing the Quarterly Reviews as part of the Accounting Services contract with Stevenson & Co.
- I. Presentation of Flagstaff Ranch Operational Report & Contract for Service IGA Fees.
- J. Review Fire Board Task Calendar.

11. Board Member Comments - *Board member's comments are meant to inform and clarify, and no legal action will be taken. Only Board members may speak*

12. 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.

Agenda approved: Friday, March 13, 2020
by Peter Kloeber, Fire Board Chairperson

Agenda posted: Friday, March 13, 2020
by Jayme Jones, Administrative Assistant III