



HIGHLANDS FIRE DISTRICT

BOARD OF DIRECTORS

REGULAR MEETING AGENDA 02/21/23

Notice is hereby given that the regular Fire Board meeting scheduled on February 21, 2023 at 4:30 PM at Fire Station 23, Administration Board Room, 3350 Old Munds Hwy, Flagstaff, AZ. The meeting is also accessible through Zoom video conferencing with the link provided below. Register in advance for this meeting: <https://us02web.zoom.us/meeting/register/tZ0rfuurrTguHdTC1xkH8xMsOZEc6Y1b-uy->

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 Tom Hanecak, Clerk Brad Bippus, Director Jay Smith, Director Dirch Foreman, and Director Carl Nelson.

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. Approval of Minutes

- A. January 17, 2023 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 following summary reports.*

- A. IAFF Local Chapter 1505 Summary Report
- B. Battalion 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. PRESENTATION FROM SARAH BENATAR, COCONINO COUNTY TREASURER
- B. PRESENTATION FROM ARMANDO RUIZ, COCONINO COUNTY ASSESSOR
- C. PRESENTATION FROM WIATT WONG, PRESIDENT, VFIS OF ARIZONA; CONSIDERATION TO APPROVE VFIS INSURANCE PROPOSAL
- D. CONFIRMATION OF BOARD MEMBERS TO SERVE ON THE BUDGET COMMITTEE
- E. COMMUNITY SURVEY RESULTS
- F. REVIEW FIRE BOARD TASK CALENDAR
- G. CONSIDERATION TO ADJOURN TO EXECUTIVE SESSION TO DISCUSS THE FIRE CHIEF'S COMPENSATION AS ALLOWED 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. The public body shall provide the officer, appointee, or employee with written notice of the executive session as is appropriate but not less than twenty-four hours for the officer, appointee or employee to determine whether the discussion or consideration should occur at a public meeting.
- H. CONSIDERATION TO APPROVE FIRE CHIEF'S COMPENSATION AS DISCUSSED IN EXECUTIVE SESSION.

10. 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.*

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.

Agenda approved: February 17, 2023

by Tom Hanecak, Fire Board Chair

Agenda posted: February 17, 2023

by Jayme Jones, Administrative Specialist