

MINUTES

REGULAR MEETING OF VERDE VALLEY FIRE DISTRICT BOARD OF DIRECTORS, HELD FEBRUARY 23 2010, AT STATION 32, 1120 SOUTH PAGE SPRINGS ROAD, CORNVILLE, AZ.

MEETING CALLED TO ORDER: 10:00 AM

PRESENT:

Dick Dobbin
Ken Bishop
Matt Robertson – Absent
Bob Eddingfield
Gerald Shanks

STAFF:

Chief Jerry Doerksen
Assistant Chief Flummer
Debbie Lewis

APPROVAL OF AGENDA: **Motion** was made by Bob Eddingfield to approve the agenda. Second was made by Ken Bishop. **Motion** carried unanimously.

APPROVAL OF MINUTES: **Motion** was made by Ken Bishop to waive the reading of and to approve the minutes of the regular meeting on January 26, 2010. Second was made by Bob Eddingfield. **Motion** carried unanimously.

SCHEDULED PUBLIC APPEARANCES: NONE

CALL TO PUBLIC: NONE

REPORTS: Chief Doerksen reviewed Financial, Chief's, Assistant Chief's, Training, Captain's and PIO's reports.

Current Events: Bob Eddingfield would like to thank the staff and Board Members for all of their thoughts and cards that were sent to him while he was ill. Dick Dobbin made comment about the Volunteer Pension distributions and that the minutes are available for review and Dick Dobbin thought that the Volunteer Pension Board did a very equitable job in distributing these funds. Bob Eddingfield would like to encourage staff to attend the National Fire Academy and to remind them prior to the application deadlines. Gerald Shanks stated that while at the AFDA Conference both he and Ken Bishop attended a class regarding the Layoff policy and was glad to see that we were one of the few Districts that had a policy in place.

DISCUSSION AND POSSIBLE ACTION:

A. TAX REVOLT / LEGISLATIVE REVIEW: Gerald Shanks stated that the Prop. 13 financials showed that very minor monies had been collected. Gerald Shanks stated that the internet is also helping with the petitions.

B. POLICY CHANGE ADOPTION: Chief Doerksen stated that this month the Policy Review Committee reviewed 5 policies and is presenting them to the Board for approval with the recommended changes. Brenda Tranchina has also reviewed these policy changes.

- Work Schedules (Suppression Personnel) – The name was changed to Work Schedules (Line or Shift Personnel) to be more appropriate as some administrative staff are also Suppression Personnel. Other changes were made to reflect the current start time of 07:00 and the 48 hour shifts as opposed to the previous 24 hour shift.

- Holidays – The Birthday was changed to Columbus Day. There are still 10 Holidays but it was felt that changing the Birthday would avoid any confusion from the public perspective. Also added was the ability for Administrative personnel to take their Holiday on another date upon approval. This will help with the personnel that have 4 – 10 hour day schedules to get the 8 hours of time off for Holidays that do not fall on their work day. It also gives more flexibility for when to take their time off.
- Use of Telephones etc. – These updates were made to keep up with changes in laws, technology and the technology use changes. It also helps personnel know what kind of things may get them in trouble with the new technology.
- Use of Computers etc. – These updates are the same as the one for the Telephones.
- Family Medical Leave Act – These updates were made to comply with current laws regarding FMLA and Military Family Leave Entitlements.

Motion was made by Gerald Shanks, to approve the Work Schedule changes as presented. Second was made by Ken Bishop. **Motion** carried unanimously. **Motion** was made by Gerald Shanks holiday with Columbus Day and Birthday to be optional for calendar year 2010 and adding an additional pay holiday for Martian Luther King Day. Gerald Shanks stated that several years ago we wanted to add an additional holiday and we should bring our number of holidays up to what other Districts are taking. Gerald Shanks amends motion that the holiday for the Columbus Day not go into effective until next fiscal year 10-11. Second was made by Ken Bishop. **Motion** carried 3-1. Gerald, Dick, Ken voted aye. Bob voted nay. **Motion** was made by Gerald Shanks approve the Telephone policy with the following change to item G to add “personal”. Second was made by Ken Bishop. **Motion** carried unanimously. **Motion** was made by Gerald Shanks to approve the policy for use of computers/internet/electronic mail and to set up a procedure to state what is the responsibility of the District and the employees. Second was made by Bob Eddingfield. **Motion** carried unanimously. **Motion** was made by Gerald Shanks to approve the Family Medical Leave Act as presented. Second was made by Bob Eddingfield. **Motion** carried unanimously.

C. QUARTERLY REORT FROM ACCOUNTANT:

Motion was made by Dick Dobbin to cancel the request for Quarterly Accountant Reports. Second was made by Ken Bishop. **Motion** died 5-0. Gerald Shanks asked to table the Quarterly Accountant Report until a future time. Second was made by Ken Bishop. **Motion** carried unanimously.

D. BOARD REQUEST FOR FUTURE AGENDA ITEMS: Bob Eddingfield would like to see an agenda item for the March meeting for the W-2 error and potentially compensating employees if they incurred any additional expenses due to this error. Dick Dobbin would like to have a discussion about moving the August Board meeting due to conflict with elections.

E. ARIZONA HIGHWAY SAFETY GRANT – RESOLUTION 2010-01:

Motion was made by Ken Bishop, to adopt Resolution 2010-01, giving approval for submission of projects for consideration in Arizona’s 2011, Highway Safety Plan. Second was made by Bob Eddingfield. **Motion** carried unanimously.

ADJOURNMENT: 11:38 AM

BOARD CLERK: _____ **DATE:** _____