

MINUTES

REGULAR MEETING OF VERDE VALLEY FIRE DISTRICT BOARD OF DIRECTORS, HELD SEPTEMBER 22, 2009, AT STATION 31, 2700 GODARD ROAD, COTTONWOOD, AZ.

MEETING CALLED TO ORDER: 10:00 AM

PRESENT:

Bob Eddingfield (arrived at 11:29)
Matt Robertson
Dick Dobbin
Ken Bishop
Gerald Shanks

STAFF:

Chief Jerry Doerksen
Assistant Chief Flummer (absent)
Debbie Lewis

APPROVAL OF AGENDA: **Motion** was made by Gerald Shanks to move item 9B prior to Item 8 on the agenda. Second was made by Dick Dobbin. **Motion** carried unanimously.

APPROVAL OF MINUTES: **Motion** was made by Matt Robertson to waive the reading of and to approve the minutes of the regular meeting on August 25, 2009, and the Board Committee meeting on September 8, 2009. Second was made by Ken Bishop. **Motion** was made by Dick Dobbin to amend motion to add Gerald Shanks as being present to the Board Committee meeting on September 8, 2009. Second was made by Matt Robertson. **Motion** carried unanimously.

SCHEDULED PUBLIC APPEARANCES: NONE

CALL TO PUBLIC: NONE

9B. EMERGENCY RESPONSE BILLING PRESENTATION: Chief Doerksen reviewed the Emergency Response Billing and introduced Scott MacKenzie with Fire Recovery USA and presented information regarding the billing of emergency response. Scott MacKenzie gave a presentation. **Motion** was made by Ken Bishop to direct staff put together a procedure and bring it back to the Board. Second was made by Gerald Shanks. **Motion** carried unanimously.

REPORTS: Chief Doerksen reviewed the Financial Report. Gerald Shanks asked a question about account #5150 HSA contributions. Matt Robertson asked a question about account #5145. **Motion** was made by Gerald Shanks, to approve the financial statement as presented. Second was made by Ken Bishop. Gerald Shanks amended the motion for staff to bring back information on Account #5145 and #5150. Dick Dobbin stated that it is important to show that we have a real favorable return on our ambulance collection, better than what we had expected, and that is good for our citizens and our budget. **Motion** carried unanimously.

Chief Doerksen reviews his reports and miscellaneous reports. Ian James shows the Board Members the website that he is working on and indicates that it is still a work in progress. Dick Dobbin asks about C-315 that was in the flood. Chief Doerksen explained.

DISCUSSION AND POSSIBLE ACTION:

A. TAX REVOLT / LEGISLATIVE REVIEW: Gerald Shanks reviewed what was put in the paper and that it was favorable for our District. Everyone's property taxes will go up due to the equalization. Matt Robertson stated that he ran into some signature gathers for the tax revolt at Safeway in Sedona.

C. APPROVE THE CORRECTIVE ACTION/DISCIPLINARY PROCESS POLICY: Chief Doerksen stated that Brenda Tranchina revised the Corrective Action/Disciplinary Process Policy. The Policy Committee reviewed and approved the revision of this policy. Chief Doerksen reviews the changes with Board Members. **Motion** was made by Gerald Shanks, to approve the Corrective Action/Disciplinary Process Policy. Second was made by Matt Robertson. Gerald asks questions regarding calendar days versus work days, what is the definition of a Chief Officer, supervisor. Gerald Shanks had several other questions regarding the policy. Gerald Shanks asked if they get paid while doing the OAH process. Dick Dobbin asks that the word “demotion” be added to section G in the OAH area. Matt Robertson stated he has had a chance to review several policies and this policy is pretty standard. Matt Robertson recommended tabling this item to allow the Board Members to do diligence and speak with the author before the next meeting. **Motion** was made by Gerald Shanks to postpone the Disciplinary Process Policy until the next Board meeting. Second made by Ken Bishop **Motion** carried 4-1. Dick Dobbin abstained.

D. EXECUTIVE SESSION: FIRE CHIEF’S ANNUAL PERFORMANCE EVALUATION AND COMPENSATION PLAN: **Motion** was made by Bob Eddingfield to adjourn to Executive Session. Second was made by Matt Robertson at 12:25 PM. **Motion** carried unanimously. Executive Session was called to order at 12:32 PM. Adjournment of Executive Session at 1:20 PM. **Motion** carried unanimously. Regular meeting resumes at 1:21 PM.

Motion was made by Dick Dobbin to increase Chief Doerksen’s retirement by 10% and to be added to his current 401A. Second was made by Ken Bishop. Gerald Shanks comments that this brings the Chief retirement into alignment with other office personnel. Gerald Shanks made a motion to make this change go into effective immediately. Second by Dick Dobbin. **Motion** carried unanimously.

BOARD MEMBER COMMENTS: Bob Eddingfield asked Board Members if they will be attending the picnic on October 11th. Matt Robertson thanked Bob Eddingfield for putting together this together. Staff is responsible for the ice and trash cans. Dick Dobbin comments it would show good community involvement between Fire Districts to invite the new Chief at Sedona to our next Board meeting. Gerald Shanks asks for Board Members to think about the canyons and mountains that the City of Cottonwood may annex from the Forest Service.

ADJOURNMENT: 1:35 PM

BOARD CLERK: _____ DATE: _____