

**DRAFT MINUTES**

**SPECIAL BOARD MEETING OF VERDE VALLEY FIRE DISTRICT BOARD OF DIRECTORS, HELD  
May 12, 2011, AT STATION 31, 2700 GODARD ROAD, COTTONWOOD, AZ.**

**Meeting called to order at: 8:01 a.m.**

**PRESENT:**

Bob Eddingfield  
Matt Robertson  
Dick Dobbin  
Ken Bishop  
Gerald Shanks

**STAFF:**

Chief Doerksen  
Debbie Lewis

**APPROVAL OF AGENDA Motion** was made by Bob Eddingfield to approve the agenda as presented. Second was made by Matt Robertson. **Motion** carried unanimously.

**SCHEDULED PUBLIC APPEARANCES:** None

**UNSCHEDULED PUBLIC APPEARANCES:** None

**DISCUSSION AND POSSIBLE ACTION:**

- A. **Executive Session- The Verde Valley Fire District Board may vote to go into Executive Session on Agenda Item B Pursuant to A.R.S. 38-431.03.A (2) or for Legal Advice Pursuant to A.R.S. 38-431.03.A (3) or for Legal Counsel re: Potential Claim Pursuant to A.R.S. 38-431.03.A (4). Motion** was made by Matt Robertson to go into executive session. Second was made by Bob Eddingfield. **Motion** carried unanimously.

**Adjourn to Executive Session 8:03 a.m.**

**Resume Regular Board Meeting 10:23 a.m.**

Gerald Shanks stated that everything that was said in executive session is confidential and should not be divulged. This session was for legal advice on how to proceed with the personnel grievance matter.

- B. **Process and Consultation for Personnel Grievance Matter. Motion** was made by Bob Eddingfield that the Board form a committee of (2) two Board Members to handle personnel concerns and grievances. Second was made by Dick Dobbin. Dick Dobbin asked if there were two Board Members that wanted to volunteer to serve on the investigation committee. Matt Robertson stated that he would serve on the committee. Bob Eddingfield stated that he would serve on the committee. Dick Dobbin stated that it is important that we are not having Board discussion on changing or making new policies but dealing with personnel concerns and grievances that may already exist. Dick Dobbin stated that the Grievance policy, harassment policy and emergency leave policy need some work, but this I up to the policy review committee to make changes and then bring them before the Board for approval. Dick Dobbin stated that this is clear and that this is not what the Board is doing in this motion and that with this motion the Board is looking at personnel concerns and grievances that are currently in process.

Gerald Shanks stated that this Committee would then report back to the Board with its findings. Matt Robertson stated that the Committee is to complete an investigation and report back to the Board. **Motion** was amended to read that the Board form a committee of (2) two Board Members to investigate personnel concerns and grievances, the committee to report its findings back to the Board, and that the Board appoint Matt Robertson and Bob Eddingfield as the Committee Members. Amended motion was second by Dick Dobbin. **Motion** carried unanimously.

**ADJOURNMENT: 10:33 a.m.**

**BOARD CLERK:** \_\_\_\_\_ **DATE:** \_\_\_\_\_