

**Minutes to the regular meeting of the Board of Directors of the Sonoita-Elgin Fire District
Monday, March 25, 2019
9 a.m.**

Call to Order

Pledge of Allegiance

Roll Call: Bahti, Archibald, Dorney, Johnson and Webber.

Call to the Public: Suzanne Jenkins presented a brief update as to the Community Forum's committee discussing the possible move from Santa Cruz County to Cochise County.

Approval of the minutes of the meeting of 25 Feb 2019: Motion to approve by Johnson, seconded by Webber, motion carried unanimously.

Chief's Report: Chief De Wolf presented the monthly statistics including: Run Report, Fire Billing, Fuels Grant, and the Palominas IGA.

Babocomari RX Burn: He also discussed the upcoming prescribed burn on the Babocomari Ranch today (Monday) and Tuesday. The state will be conducting the burn.

Chipper Day: We're planning on a "Chipper Day" on May 11, 2019; we'll have more information at a later date.

Fort Huachuca MOU: We have signed an MOU (Memorandum of Understanding) with Fort Huachuca to allow their fire service to use our radio frequency when helping us with mutual aid.

Rosemont Mine has secured its final permits and is now operational. DPS estimates that over the next 12 months we'll see a definite increase in traffic accidents on Highway 83; currently averaging one per week to seven per week.

Budget Presentation: Chief presented the FY2019-2020 Budget to the Board; This begins the budget process. We'll discuss the budget further at the next regular Board meeting.

Comment from Susan Archibald: Archibald expressed her personal thanks for the staff coming to Casas Arroyo to remove all the downed branches created by the last snowstorm.

Financial Reports: Information on the Financial Reports was presented by Rutter, including the Balance Sheet, Profit & Loss Statement and the Cash Flow Forecast. There were no unusual transactions to report. There were no concerns expressed by the Board. Motion to approve the financials as presented was made by Archibald, seconded by Webber. Motion carried unanimously.

Ratification of Actions taken by the Board Clerk and Board Chair regarding the application for a GOH (Governor's Office of Highway Safety) for extrication equipment. We needed to have the Board Clerk and Chair sign the grant application and the deadline was between Board meetings. So this vote is to ratify the actions taken. Motion by Johnson to ratify the actions taken by Archibald and Bahti to sign the grant, seconded by Webber, motion carried unanimously.

PSPRS Attorney: Discussion & action on selecting Pam Treadwell as our new PSPRS Attorney; Chief gave a brief introduction to this topic; we'd like to move to Treadwell as our previous attorney was not responsive to the district, staff recommended we move to Treadwell. Motion to move from Bossé to

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Treadwell as our PSPRS Attorney was made by Archibald, seconded by Dorney, motion carried unanimously.

HR Policy Updates: Chief De Wolf – Each Board member received a copy of the proposed changes to the HR Policies earlier in the month; additions and/or modifications to the policies (shown in red) were drafted by Brenda Tranchina, The policy changes include: new policy on Pregnancy, updating the Tobacco policy from smokeless to tobacco-free (no e-cigarettes/vaping, chewing tobacco or cigarettes) on-duty, in uniform means no form of tobacco, making the FMLA policy more specific to the size of our organization, and the addition of a new policy on counseling for our personnel as required by state statute. The Board had four concerns that will be sent to the HR Specialist which will be address. Motion to approve the HR Policies with spelling corrections and changes as discussed by the Board made by Archibald, seconded by Dorney, motion carried unanimously.

Adjournment: motion to adjourn made by Bahti, seconded by Archibald, motion carried unanimously.