

TIMBER MESA FIRE AND MEDICAL DISTRICT

The regular session of the Timber Mesa Fire and Medical District was convened Tuesday, December 19, 2017 at approximately 6:00 pm at the Timber Mesa Fire and Medical District Administration Building, located at 3561 East Deuce of Clubs, Show Low, AZ 85901.

BOARD MEETING

1. **CALL TO ORDER** – Board Chair Dennis Hughes called the meeting to order at approximately 6:00 pm.
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL OF BOARD MEMBERS** – Board Chair Dennis Hughes, Amy Kay, and Lynn Browne-Wagner were present.
4. **APPROVAL OF MINUTES**
 - A. Regular session – November 28, 2017
Member Lynn Browne-Wagner made a motion to approve the Regular session minutes of November 28, 2017 and Clerk Amy Kay seconded the motion. The vote was unanimous and the motion carried.
5. **CALL TO THE PUBLIC**
6. **REPORTS AND CORRESPONDENCE**
 - A. Fire Board Report
Chair Dennis Hughes gave a compliment for the attendance at the Awards Banquet.
 - B. Fire Chief's Report
Chief Savage added to his report: Kids Christmas Party was Monday, December 18th at Station 13; CAFR article was in the White Mountain Independent on Friday, December 15, 2017 and on TMFMD face book page; TMFMD Type 3 Engine in California for a wildland fire will be back soon.
 - C. Operations and Training Report
Member Lynn Browne-Wagner reported that the 2 Paramedic students from TMFMD passed the first semester and they are in the top 3 of the class.
 - D. Logistics Report
Chief Savage reported on Station 17 construction. Temporary quarters will be available to the crews on site this week, and the engine will be parked in the new bay.
 - E. Prevention and Community Risk Reduction Report
7. **ANNOUNCEMENTS**

AFDA Conference-January 12-13, 2018 in Laughlin.

8. BUSINESS

A. Discussion and Possible: November Financial Report

Gabe Buldra, Finance Director, James Vincent Group, referred the board members to the November 2017 Financial Report in their packets. He discussed the key points of the report, which included revenues and expenditures.

He also reported that he and Melissa Tomlinson, Senior Consultant-James Vincent Group, will be teaching the class, "Understanding Internal Controls" at the AFDA conference in January.

Chair Dennis Hughes made a motion to approve the financial reports for the month of November 2017 as presented, and Member Lynn Browne-Wagner seconded the motion. The vote was unanimous and the motion carried.

B. Discussion and Possible Action: Review and revise Policy 1.08 Probationary Period

The District has had several promotions in the past several months, and through this process it has been determined that a provision in the Policy concerning probationary periods does not effectively meet the needs of the District. That provision is found in the Probationary Period Policy where it disallows an employee on probationary status to participate in a testing process for promotion. After consulting with our Human Resource Contractor and our staff it is the recommendation to remove the provision in policy limiting employees ability to test form promotion. There are several other provisions in Policy that allow for adequate control over the promotional process which makes this provision unnecessary.

Clerk Amy Kay made a motion to approve the Policy 1.08 Probationary Period removing Paragraph 1 as recommended by staff, and Lynn Browne-Wagner seconded the motion. The vote was unanimous and the motion carried.

C. Discussion and Possible Action: Fire District Governing Board Officer elections

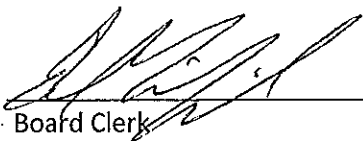
It states in the Fire Board bylaws the Members of the Governing Board of the District shall appoint the then current Clerk to the Chairperson position. Members of the Governing Board of the District shall also select from amongst their numbers a Clerk of the Board. Clerk Amy Kay will be appointed the Chairperson of the Board. Clerk Amy Kay nominated Member Ed Lindquist to the Clerk of the Board, and Lynn Browne-Wagner seconded the motion. The vote was unanimous and the motion carried.

9. NEW AGENDA ITEMS

Purchase contract for the new engine
Draft copy of the Strategic Plan

10. ADJOURNMENT

Thereafter, Chair Dennis Hughes declared the public session adjourned at approximately 6:30 PM.



Board Clerk

1-23-18
Date