

**MINUTES OF A REGULAR MEETING OF THE
MESCAL-J6 FIRE DISTRICT GOVERNING BOARD
HELD ON Wednesday, January 29th, 2020 at 6:30 PM**

The meeting was called to order at 1831 hours by Board Chair Mark Lee. Present at roll call were Board Members Mark Lee, Mary Bowen, Owen Kieley, and Brian Hughes.

Item 1: Minutes: Minutes for December 11th, 2019 were reviewed and discussed.

Mary Bowen made a motion to approve the minutes. Brian Hughes seconded. Motion carries 4-0 with Mark Lee – yes, Mary Bowen – yes, Owen Kieley – yes, and Brian Hughes – yes.

Item 2: Financial Reports: Deferred to February 26, 2020 meeting.

Item 3: Fire Chief Report: Fire Chief John Moran presented a summary of recent administrative and operational activities at MJFD, including information regarding incident response, training, vehicle and facility maintenance, legislative issues, and/or other relevant topics.

Chief Moran reported Leon Vassar and Ron Soto are attending the Academy which ends May 15, 2020.

Item 4: Rate Agreement: Reviewed, discussed approval of the biennial renewal of the existing Cooperative Rate Agreement between the Arizona Department of Forestry and Fire Management (DFFM) and Mescal-J6 Fire District.

Brian Hughes requested DFFM become an agenda item for future Board meetings. Owen Kieley requested a status update for CPR training.

Brian Hughes made a motion to approve. Mary Bowen seconded. Motion carries 4-0 with Mark Lee – yes, Mary Bowen – yes, Owen Kieley – yes, and Brian Hughes – yes.

Item 5: Policies & Procedures: Reviewed and discussed approving revisions to the *060 Compensation Administration* standard operating procedures.

Mary Bowen made a motion to approve. Owen Kieley seconded. Motion carries 4-0 with Mark Lee – yes, Mary Bowen – yes, Owen Kieley – yes, and Brian Hughes – yes.

Item 6: Governing Board Vacancy: Reviewed and discussed a Letter of Interest to filling a vacancy on the Governing Board created by the December 31, 2019 resignation of Board Member and Clerk, Bruce Andrews.

Mary Bowen reviewed the announcement for a new board member to replace Mr. Andrews which reflects a March 15, 2020 deadline. The Board must make a decision by March 30, 2020.

Item 7: Correspondence: Reviewed and discussed December 12, 2019 email sent to the Governing Board by Ken McCool. Mary McCool interrupted the meeting and left when the Board Chair Mark Lee stated she was out of order.

Item 8: Apparatus Acquisition: Brian Hughes reported on the status of a possible engine. He stated we are second in line behind the college. He also reported there is a requirement the engine be housed and the college was unable to fulfill that requirement.

Item 9: District Credit Cards and National Bank Access: Reviewed and discussed issuance of a District credit card of Linda Lee, Office Manager, as well as to approve a written request from Fire Chief John Moran for National Bank to issue login credentials for website access to Ms. Lee. An appointment was made at the bank for February 5, 2020 at 1300 hours. Mary Bowen, Secretary, will also be present for signing, as needed.

Owen Kieley made a motion to approve. Brian Hughes seconded. Motion carries 3-0 with Mark Lee – yes, Owen Kieley – yes, and Brian Hughes – yes. Mary Bowen abstained.

Item 10: Adjourn: Mary Bowen made a motion to adjourn the meeting.

Owen Kieley seconded the motion. Motion carries 4-0. Mark Lee – yes, Mary Bowen – yes, Owen Kieley – yes, and Brian Hughes – yes.

Mark Lee adjourned the meeting at 1927 hours.

Minutes compiled and submitted by:

Linda L. Lee
Records Clerk