

**MINUTES OF A WORK SESSION OF THE  
MESCAL-J6 FIRE DISTRICT GOVERNING BOARD  
HELD MONDAY, JANUARY 30th, 2023 AT 6:30 PM**

Present at work session were Board Chair Phyllis Ellis, Clerk Bob Murray, JoAnne Ellsworth, Debi Wise and Dana Law. A quorum existed.

**Item 1:**        **District Financial Procedures**: Discussion centered primarily on the District's 2013 Financial Manual, the extent to which the manual is outdated, which policies from the Financial Manual were revised and approved as individual documents in the District's Standard Operating Policies and Procedures and how those SOP's would be migrated to the SOP's created/revised with the assistance of Lexipol.

Additional discussion ensued regarding the management and prioritization of future policy revisions, with suggestions as to which kind policies should be deemed a priority. Board requested a priority given to items that could be a legal issue. Board members were presented examples of several financial SOP's that are in use but have not been formally approved.

Additional discussion related to District SOP's resulted in a general consensus that additional work sessions may be necessary.

**Item 2:**        **Adjourn**: Board Chair Ellis adjourned the work session at approximately 1930 hours.

***NO OFFICAL GOVERNING BOARD ACTION WAS TAKEN AT THIS PUBLIC WORK SESSION***

Minutes compiled and submitted by:  
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Fire Chief