MINUTES OF A REGULAR MEETING OF THE
MESCAL-J6 FIRE DISTRICT GOVERNING BOARD
HELD MONDAY, February 26th, 2024, AT 6:30 PM

The meeting was called to order at 1829 hours by Board Chair Phyllis Ellis. Present at roll call were Board Members: Phyllis Ellis, Dana Law, Debi Wise, JoAnne Ellsworth. Bob Murray attended via telephone.
A quorum existed.

Item 1: **Call to the Public:** This is the time for the public to comment. Members of the Board may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01(H), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date."

Mary McCool, chair of J6/Mescal CDO, presented Board members with paperwork (included as an attachment in the District's official minutes) inclusive of comments, concerns, and inquiries regarding previously Board accepted landscape proposal from Arizona Flora, information not identified in signed landscape proposal, Boards receipt of inaccurate information pertaining to landscape project, authorization of signer on landscape proposal, response to questions regarding staffing issues/coverage, significance of seeking professional Grant writing services, written policy for Board members concerning topics provided for discussion prior to posting of final Agenda, policy/protocol regarding items for Attorney review/comment, policy regarding Board review of District financial needs and communication of said needs to the public.

Item 2: **Minutes:** Review, discuss, and possible action to approve the Draft minutes of the January 31st, 2024, Regular Board Meeting.

Debi Wise made a motion to approve the January 31st, 2024, Regular Board meeting Draft minutes with corrections to Item 6, 12th bullet, as discussed. Dana Law seconded. Motion carries 4–0 with Phyllis Ellis – yes, Dana Law- yes, Debi Wise – yes, JoAnne Ellsworth- abstains and Bob Murray – yes.

Discussion took place regarding the following:

- Amendment to Item 6, 12th bullet changing Appraisal of building approximately $400 to Cost of appraisal of building would be approximately $400

Item 3: **Financial Report:** Natalie Galgano-Pinkley of Municipal Accounts & Consulting provided the District's recent financial activities. Board Members to review, discuss and possible

board action to approve the January 2024 Financial Report, as prepared by Natalie Galgano-Pinkley of Municipal Accounts & Consulting.

Dana Law made a motion to accept as given the January 2024 Financial Report. JoAnne Ellsworth seconded the motion. Motion carries 5-0 with Phyllis Ellis – yes, Dana Law- yes, Debi Wise – yes, JoAnne Ellsworth- yes and Bob Murray - yes.

Item 4: **Fire Chief Report**: Fire Chief John Moran's report is included as an attachment in the District's official minutes.

No Board action taken.

Discussion took place regarding the following:

- Basic Wildland class in Tombstone cancelled, to be rescheduled
- Annual Wildland refresher in Mescal 3.02.2024
- Annual Wildland refresher in Mescal 3.16.2024

Item 5: **Standard Operating Policies**: Review, discussion and possible action to approve the following policies:

1010- Overtime
1011- Discriminatory Harassment
1012- Conduct and Behavior
1013- Personnel Complaints
1015- Personal Projects on Duty
1016- On-Duty Voting in Statewide Elections
1017- Personnel Records
1018- Commendations
1019- Grievance Procedure
1020 – Wellness and Fitness Program
1021 – Physical Fitness

1022 – Critical Incident Stress Debriefing
1023 – Workplace Violence
1024 – Lactation Breaks
1025 – Smoking and Tobacco Use
1026 – Drug-Alcohol-Free Workplace
1027 – Personal Appearance Standards
1029 – Badges
1030 – Identification Cards
1031 – Occ Disease and Work-Related Injury Reporting
1032 – Temporary Modified- Duty Assignments
1033 – Release of HIPAA-Protected Information
1034 – Return to Work
1037 – Family Support Liaison
1039 – Family and Medical Leave
1040 – Military Leave
1041 – Driver Licenses Requirements
1042 – Nepotism and Conflicting Relationships
1043 – Member Speech, Expression and Social Networking
1044 – Anti- Retaliation
1045 – Sick Leave
1100 – Facility Security
1101 – Emergency Power
1102 – Wastewater Discharge
1103 – Flag Display
1104 – Fire Detection and Suppression Systems
1105 – Fire Station Living

Dana Law made a motion to accept Chapter 10 Personnel policies with corrections as discussed. Debi Wise seconded the motion. Motion carries 5-0 with Phyllis Ellis – yes, Dana Law- yes, Debi Wise – yes, JoAnne Ellsworth- yes and Bob Murray – yes.

JoAnne Ellsworth made a motion to accept Chapter 11 Facility with corrections as discussed. Debi Wise seconded the motion. Motion carries 5-0 with Phyllis Ellis – yes, Dana Law- yes, Debi Wise – yes, JoAnne Ellsworth- yes and Bob Murray – yes.

Item 6: **Resolution 2024-01**: Review, discussion and possible action to approve Resolution 2024-01, stating MJFD's desire to participate in a regional grant application for the purpose of obtaining self contained breathing apparatus (SCBA), naming Benson Fire Department as the Lead Agency, and agreeing to provide 5% in matching funds ($10,582.51)

Dana Law made a motion to accept Resolution 2024-01. JoAnne Ellsworth seconded the motion. Motion carries 5-0 with Phyllis Ellis – yes, Dana Law- yes, Debi Wise – yes, JoAnne Ellsworth- yes and Bob Murray – yes.

Discussion took place regarding the following:

- Federal guidelines related to Grant
- Clarification on what RIT stands for - Rapid Intervention Team
- Compliance with FEMA if Grant is obtained

Item 7: **Breathing Air Compressor**: Review, discussion and possible action to approve the expenditure of funds for the purpose of lease-purchasing or purchasing a breathing air compressor to replace the District's existing unit, which is currently out of service and cost-prohibitive to repair.

JoAnne Ellsworth made a motion to accept the quotation from Southwest Hazard Protection, purchasing it out right without financing, from the Reserve account. Debi Wise seconded the motion. Motion carries 4-0 with Phyllis Ellis – yes, Dana Law- yes, Debi Wise – yes, JoAnne Ellsworth- yes and Bob Murray – abstains.

Discussion took place regarding the following:

- Fill station locations
- Maintenance of unit(s)
- Which bid serves the Districts needs best
- Components of out of service unit(s)
- Components of proposed new unit(s)
- PSI and performance stats of unit(s)

Item 8: **Arizona Mutual Aid Compact**: Review, discussion and possible action to approve the District's participation in a state-wide mutual aid agreement, providing for additional emergency resources from public safety agencies throughout the state of Arizona.

JoAnne Ellsworth made a motion to sign the Arizona Mutual Aid Compact. Dana Law seconded the motion. Motion carries 5-0 with Phyllis Ellis – yes, Dana Law- yes, Debi Wise – yes, JoAnne Ellsworth- yes and Bob Murray – yes.

Discussion took place regarding the following:

- Pay in relation to location of work done
- Definition of migrant workers
- Time frame to sign agreement
- Pros and cons of signing agreement

Item 10: **Adjourn**:

Dana Law made a motion to adjourn. JoAnne Ellsworth seconded the motion. Motion carries 5 – 0 with Phyllis Ellis – yes, Dana Law- yes Debi Wise – yes, JoAnne Ellsworth- yes and Bob Murray – yes.

Discussion took place regarding the following:

- Work Session scheduled 3.13.2024
- Possible Work Session Agenda items: circle back to tabled policies and begin budget discussions
- March Regular Meeting scheduled 3.27.2024

Phyllis Ellis adjourned the meeting. Meeting End Time 1939 hours.

Minutes complied and submitted by:
Denise Serna
Office Administrator