

**MINUTES OF A REGULAR MEETING OF THE
MESCAL-J6 FIRE DISTRICT GOVERNING BOARD
HELD WEDNESDAY, July 26th, 2023, AT 6:30 PM**

The meeting was called to order at 1830 hours by Board Chair Phyllis Ellis. Present at roll call were Board Members: Phyllis Ellis, Debi Wise, JoAnne Ellsworth, Dana Law and Bob Murray. 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 concerns and inquiries regarding carry over from M & O, AG form submission process, corrections, timeline, review, tax rate impacts, and enhancement of budget cycle processes.

Item 2: **Minutes:** Review, discuss, and possible action to approve the Draft minutes of the June 28th, 2023 Regular Board Meeting.

Dana Law made a motion to approve the June 28th 2023, Regular Board meeting Draft minutes. Debi Wise seconded. Motion carries 4 – 1 with Phyllis Ellis – yes, Dana Law – yes, Debi Wise – yes, JoAnne Ellsworth – yes, and Bob Murray - no.

Discussion took place regarding Agenda Item 7 and Reserve transfer, Agenda Item 10 and O&M transfer, and Agenda Item 10 summarization.

Item 3: **Financial Report:** Natalie Galgano-Pinkley of Municipal Accounts & Consulting, will provide a brief summary of the District's recent financial activities. Board Members to review, discuss and possible board action to approve the June 2023 Financial Report, as prepared by Natalie Galgano-Pinkley of Municipal Accounts & Consulting.

JoAnne Ellsworth made a motion to accept as given the June 2023 Financial Report. 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.

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 replacing the roof at Admin and recommendations, RFP's being used if searching for website providers, radio communication issues and Lexipol contracts.

Item 5: **Legal Representation:** Review, discussion and possible action to approve an engagement letter between the Mescal-J6 Fire District and Benavidez Law Group, P.C., for legal representation. Mr. Thomas Benavidez will be available via Zoom to provide additional information and answer any questions.

No Board Action Taken.

Discussion took place regarding what type of Attorney is best for the District, Attorney experience, the Districts need for legal representation, fees, retainers, written agreements, recommendations, and the gathering of additional RFP's for comparisons.

Board Chair Phyllis Ellis directed Chief Moran to put together an RFP, see what options are submitted to the District and bring it back to the Board at a later meeting for comparisons and decision to follow.

Item 6: **Polices & Procedures:** Review discussion and possible action to approve the following policies:

300 Incident Management	301 Emergency Response	302 Fireground Accountability
303 Rapid Intervention	305 Tactical Withdrawal	307 Aircraft Operations
308 Atmospheric Monitoring	309 Staging	311 Elevator Entrapments
312 Elevator Restrictions	313 Swiftwater Response	314 Confined Space Rescue
315 Wildland Firefighting	316 Trench Rescue	317 Carbon Monoxide Activations
318 Safe Haven Law	319 Hazardous Materials Response	320 News Media & Community
Relations		
321 Scene Preservation	322 Child Abuse	323 Disposition of Valuables
324 Performance of Duties	325 Adult Abuse	326 Traffic Collisions
327 Line of Duty Death Investigations		

Dana Law made a motion to table until the Board has a chance to review all revised copies, to be completed prior to the next Regular Board meeting. Bob Murray

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 7: Fire Station Design: Chief Moran and Captain Olander will provide an overview of the information presented at the St. Louis Fire Station Design Conference.

No Board action taken.

Tabled until Captain Olander and Chief Moran have more availability to present.

Item 8: Arizona Auditor General Form: Chief Moran will provide an update on the status of the *Official Fire District Budget Forms* due the Arizona Auditor General, no later than August 1st, 2023. Review, discussion and possible action regarding next steps regarding A/G Forms.

Dana Law made a motion to accept the auditors form as presented by Chief Moran, for submission to the County by August 1,2023. Debi Wise seconded the motion. Motion carries 4 - 1 with Phyllis Ellis – yes, Dana Law - abstain, Debi Wise – yes, JoAnne Ellsworth – yes and Bob Murray – no.

Discussion took place regarding, revisions to carry forward, outstanding warrants not being initially deducted, review of AG form by Natalie Galgano-Pinkley of Municipal Accounts & Consulting, acceptability of moving items within the budget but not changing the bottom line, tax increase amounts, correction to submission date typo, submission deadline, submission timeline concerns and processes.

Item 9: Governing Board By-Laws: Review, discussion, and possible action to amend/revise the Mescal-J6 Fire District Governing Board By-Laws.

According to procedure, these proposed changes will be determined at the next Regular Board meeting.

Board Chair Phyllis Ellis proposed to remove the title of CEO Chief Executive Officer from Section 3. Duties OF THE BOARD. Ellis further proposed calcification to the Board By-Laws for future revisions.
Discussion took place regarding changes, corrections, and replacements for

proposal to the Board at the next meeting.

Item 10: Adjourn:

JoAnne Ellsworth made a motion to adjourn. 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.

Phyllis Ellis adjourned the meeting. Meeting End Time 1926 hours

Minutes compiled and submitted by:
Denise Serna
Office Administrator