



LAKE MOHAVE RANCHOS

FIRE DISTRICT

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MINUTES OF SPECIAL MEETING OF THE LAKE MOHAVE RANCHOS FIRE DISTRICT GOVERNING BOARD

The Governing Board of the Lake Mohave Ranchos Fire District met in special session on **10-10-2018** at **2:00 p.m.** The meeting was held at **The District Administration Office/St. 41; 16126 Pierce Ferry Rd, Dolan Springs, AZ.** The Board may vote to go into executive session on any agenda item, pursuant to A.R.S. §38-431.03(A)(3) for legal advice with the District's attorney on matters as set forth in the agenda item. The following topics and any variables thereto, will be subject to Board consideration, discussion, approval, or other action. All items are set for possible action.

MINUTES

1. **CALL TO ORDER.**

- Director Cass called the Special Meeting to order at approximately 2:00p.m.

2. **ROLL CALL OF BOARD MEMBERS.**

- Deb Cass, Eric Terrill, Mike Karash, Charlotte Kiffer were present, Theodora Koeppen attended via phone.

3. **PLEDGE OF ALLEGIANCE.**

- Recited.

4. **CALL TO THE PUBLIC & CORRESPONDENCE.** *(Consideration and discussion of comments and complaints from the public. Those wishing to address the Lake Mohave Ranchos Fire District Board need not request permission in advance. The Fire District Board is not permitted to discuss or take action on any item(s) that are not on the Agenda that are raised in the call to the public. However, individual Board Members may be permitted to respond to criticism directed to them. Otherwise, the Board may direct that staff review the matter or that the matter be placed on a future agenda. The Fire District Board cannot discuss or take legal action on any issue raised during the Call to the Public due to restriction of the Opening Meeting Law.)*

- Call to the Public at the beginning: NONE.
- Call to the public prior to adjournment:
 - Director Koeppen noted that this meeting was indicated as information only, in an email from the AA, but felt this was more than information only. Director Cass noted that this meeting took place to proceed with the information on the matter. Director Terrill also noted that anything that occurs in executive session, must exit out of that session into public and have an action item, further stating, whether we do anything or not it must come out of executive session with an action item. Director Terrill explained even for information, the Board will come out of executive session with an action item on the public agenda portion. Director

Koeppen noted she wished there was a solution to this, to avoid cost to the District, also noting the Board probably agrees with that.

- The Board entered executive session at approximately 2:05 p.m.; through consensus.

5. EXECUTIVE SESSION.

- I. *Board of Directors may vote to go into Executive Session for legal advice pursuant to A.R.S. §38-431.03(A)(3), for possible direction to legal counsel pursuant to A.R.S. §38-431.03(A)(4) and for personnel matters pursuant to A.R.S. §38-431.03(A)(1) for the following matters:*
 - a. Discussion regarding: Censure information from Legal Counsel. (Cass)
 - b. Discussion regarding: Personnel Matter re: EEOC documentation. (Cass)
 - c. Discussion regarding: Personnel Matter re: Possible violations relating to Executive Sessions. (Kiffer)

6. BUSINESS.

- a. Discussion and possible action regarding: Censure information. (Cass)
- Item canceled in executive session; No action.
- b. Discussion and possible action regarding: EEOC documentation. (Cass)
- Director Cass noted this will be a 4-part motion for this item.
- Director Terrill suggested Mr. Pettway for liaison, since the Chief and Karen can't fill that position. The Board ensued in discussion regarding the confidentiality for whoever the liaison is. Director Karash suggested Mr. Winn for liaison. Director Terrill suggested the Chair check with those employees if they'd be willing to be liaison, Director Kiffer suggested the Chair verify with legal counsel that an employee for liaison is permissible. Director Cass noted as soon as she speaks to Mr. Whittington, she will direct Karen to send an email to the Board. Director Terrill motioned for the Board Chair to check with legal counsel regarding those two employees for liaison and contacting those two employees for interest. Director Cass 2nd. Directors Terrill, Cass, Karash, Koeppen voted "aye." Director Kiffer abstained. Motion carried.
- Director Terrill motioned for the Board Chair to contact legal counsel for appointment of an Investigator. Director Cass 2nd. Directors Terrill, Cass, Karash and Koeppen voted "aye." Director Kiffer abstained. Motion carried.
- Director Terrill motioned for the Chair to have issued a document notifying that no documents will be destroyed from this point forward until this matter is settled. Director Koeppen 2nd. Directors Terrill, Koeppen, Cass, Karash voted "aye." Director Kiffer abstained. Motion carried.
- Director Terrill motioned that the Board Chair notify Director Kiffer that she is to have no communication or contact with the Chief at this time. Director Koeppen 2nd. Directors Terrill, Koeppen, Cass and Karash voted "aye." Director Kiffer abstained. Motion carried.
- c. Discussion and possible action regarding: Possible violations relating to Executive

Sessions. (Kiffer)

- Director Kiffer noted the item in question during executive session, was not a violation. No action.

7. CONSIDERATION OF FUTURE AGENDA ITEMS.

- All tabled items will automatically move to following month's Regular Meeting, unless noted otherwise.
 - Liaison
 - Investigator
 - Item A (if indicated)
 - Meeting time constraints (length at 2-2.5 hours)
- Director Kiffer wanted to clarify that she can communicate with Karen regarding District business, Director Cass agreed to that statement noting to just 'cc' her on all correspondence.
- Director Cass verified with Director Koeppen that she received notification of her District email account, be operable, as Karen set that up. Director Koeppen confirmed receipt of that.
- Director Cass noted the Regular Meeting is 10/22/18 in Meadview at 1:30 p.m.

8. ADJOURNMENT.

- Director Terrill motioned to adjourn the meeting, Director Cass 2nd. Directors Terrill, Cass, Karash and Koeppen voted "aye." Director Kiffer abstained. Motion carried.
- Director Cass adjourned at approximately 3:00 p.m.

SPECIAL MINUTES prepared by: Karen Jackson

Date: 10/17/2018
Board Approved: 10/22/18