



LAKE MOHAVE RANCHOS

FIRE DISTRICT

16126 Pierce Ferry Road | P.O. Box 611
Dolan Springs, AZ 86441
Phone: (928) 767-3300 | Fax: (928) 767-3301
Website: www.lmrfd.org



AGENDA OF EXECUTIVE AND REGULAR MEETING OF THE LAKE MOHAVE RANCHOS FIRE DISTRICT GOVERNING BOARD

*The Governing Board of the Lake Mohave Ranchos Fire District will meet in executive session on **12-27-2018** at **12:00 p.m.** and regular session on **12/27/2018** at **1:30 p.m.** The meeting will be held at **The Meadview Civic Center, 247 E. Meadview Blvd. Meadview, 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.*

*****NOTE: Executive session will begin at 12:00 p.m. | Regular Session (for the public) will begin at 1:30 p.m. – all items for action will be held during public session, no action will take place during Executive Session. *****

EXECUTIVE AGENDA

1) CALL TO ORDER.

2) ROLL CALL OF BOARD MEMBERS.

3) EXECUTIVE SESSION.

1. *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: Status; re: discount for annexation matter. (Kiffer)
 - b. Discussion regarding: Attorney services and invoice amount relating to service on 8/16/2018, 8/17/2018 and 8/24/2018 re: election matter re: possible resolution for invoiced amounts. (Kiffer)
 - c. Discussion regarding: Complaint re: ADA accommodations. (Kiffer)
 - d. Discussion regarding: EEOC investigation status update. (Kiffer)
 - e. Discussion regarding: Executive Session 3/26/2018 re: Minutes; email received from legal counsel; Administrative Assistant contact and clarification of Board's use of an Executive Session to discuss personnel matters. (Kiffer)
 - f. Discussion regarding: Personnel Matter; re: Fire Chief Contract. (Board/Administration)
 - g. Discussion regarding: Personnel Matter re: Karen Jackson email dated 6/4/18 re:

budgeted personnel costs. (Kiffer)

- h. Discussion regarding: Legal Counsel review of current Administrative Assistant position; current legal research. (Kiffer)

4) ADJOURNMENT.

REGULAR AGENDA

1) CALL TO ORDER.

2) ROLL CALL OF BOARD MEMBERS.

3) PLEDGE OF ALLIEGANCE.

4) APPROVAL OF MINUTES.

- a. Regular Session 11/26/2018
- b. Executive Session 11/26/2018 (Set 1-A3/A4-Items A, B, C, D, E and F, Set 2-A1-Item F, Set 3-A1 Items G, H and I)

5) REPORTS.

- a. **November 2018 Financial Report(s).** *(The financial report(s) are to be reviewed and approved by the Board).*
- b. **Fire Chief's Report.** *(The governing body may not propose, discuss, deliberate or take legal action on this matter unless the specific matter is properly noticed for legal action. Therefore, action taken as a result of the Chief's report will be limited to directing staff to study the matter or scheduling the matter for further consideration and discussion at a later date. (A.R.S. 38-431.02.K.)*

6) 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.)*

- a. Correspondence re: Donation

7) BUSINESS.

- i. Discussion and possible action regarding: Status re: discount for annexation matter. (Kiffer)

- j. Discussion and possible action regarding: Attorney services and invoice amount relating to services on 8/16/2018, 8/17/2018 and 8/24/2018; re: election matter re: possible resolution for invoiced amounts. (Kiffer)
- k. Discussion and possible action regarding: Complaint re: ADA accommodations. (Kiffer/Terrill)
- l. Discussion and possible action regarding: EEOC investigation status update. (Kiffer/Terrill)
- m. Discussion and possible action regarding: Executive Session 3/26/2018 re: Minutes; email received from legal counsel; Administrative Assistant contact and clarification of Board's use of an Executive Session to discuss personnel matters. (Kiffer)
- n. Discussion and possible action regarding: Personnel Matter; re: Fire Chief Contract. (Board/Administration)
- o. Discussion and possible action regarding: Personnel Matter re: Karen Jackson email dated 6/4/18 re: budgeted personnel costs. (Kiffer)
- p. Discussion and possible action regarding: Legal Counsel review of current Administrative Assistant position; current legal research. (Kiffer)
- q. Discussion re: Nomination of Board Chair and Clerk not listed as items for possible action on Special Agenda. (Kiffer)
- r. Discussion and possible action regarding: Nomination of LMRFD Board Chair. (Board)
- s. Discussion and possible action regarding: Nomination of LMRFD Board Clerk. (Board)
- t. Discussion and possible action regarding: Review and notice of Gabriel & Ashworth invoices and payments. (Cass)
- u. Discussion and possible action regarding: Payroll discrepancy matter re: update. (Terrill)
- v. Discussion and possible action regarding: LMRFD Personnel Evaluation Policy; draft for possible approval. (Terrill)
- w. Discussion and possible action regarding: LMRFD Credit Card Policy; draft for possible approval. (Terrill)
- x. Discussion and possible action regarding: LMRFD current Board By-Laws review; possible adoption of draft revised LMRFD By-Laws and Rules of Procedures. (Cass)
- y. Discussion and possible action regarding: LMRFD Grievance Policy; draft for possible approval. (Cass)
- z. Discussion and possible action regarding: LMRFD Disciplinary Appeals Policy; draft for possible approval. (Cass)
- aa. Discussion and possible action regarding: LMRFD Sexual Harassment/Harassment Policy; draft for possible approval. (Cass)

8) 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).

9) CONSIDERATION OF FUTURE AGENDA ITEMS.

- All tabled items will automatically move to following month's Regular Meeting, unless noted otherwise and/or pending more information.

10)NEXT REGULAR BOARD MEETING DATE & LOCATION.

- 1/28/2019 in Dolan Springs at the Chamber of Commerce at 1:30 p.m.

11)ADJOURNMENT.

AGENDA prepared by: Karen Jackson

Date: 12/17/2018

AGENDA SIGNED/POSTED BY: *Karen Jackson*

Date: 12/27/2018 9:30 a.m.

Pursuant to the Americans with Disabilities Act (ADA), the Lake Mohave Ranchos Fire District endeavors to ensure accessibility of all its programs, facilities and services to all persons with disabilities. If any disabled person needs any type of accommodation, please notify the Lake Mohave Ranchos Fire District at: (928) 767-3300, prior to the scheduled meeting time.

LMRFD Official Posting Locations:

Administration / St. 41 (16126 Pierce Ferry Rd Dolan Springs, AZ)

St. 43 (30250 Stillwater Meadview, AZ)

Dolan Springs Chamber of Commerce (16154 Pierce Ferry Rd Dolan Springs, AZ)

LMRFD Website (www.lmrfd.org)