

MINUTES

AVRA VALLEY FIRE DISTRICT

REGULAR MEETING OF THE BOARD OF DIRECTORS



Meeting Date: Thursday, April 22, 2021
Meeting Time: 4:00 PM
Location: 21021 E. Homestead Drive, Red Rock, AZ 85145

RECORDING ON.

1) **Call To Order** Chairman Castaneda called the meeting to order at 4:07 PM.

2) **Pledge of Allegiance to the Flag of the United States of America**

3) **Roll Call and Confirmation of a Quorum**

Chairman Castaneda, Jr

Vice-Chairman Bauer

Clerk Neilson (absent/excused)

Director Armendarez (absent/excused)

Director Haffner

Chief Delfs

Assistant Chief Klein

Lorrie Palmquist (present by phone)

Counsel Wencker (present by phone)

4) **Recognition of Personnel** NONE

5) **Call To The Public** NONE

6) **Announcements, Current Events & Correspondence** NONE

7) **Review, Discussion and possible Action regarding the following items for consent:**

- ***Minutes from the regular meeting held March 25, 2021***

Vice-Chairman Bauer motioned to approve the Consent Agenda. Director Haffner seconded.

Motion carried unanimously, 3:0.

8) **Chief's Report**

The Fire Chief may update the Board on items of interest relating to but not limited to the following: Response times, vehicles, facilities, labor relations, personnel, finance, grants, communications and/or training. Alternatively, the Fire Chief may provide written comments in the Board Member's packets or by email. The Board Members may ask clarifying questions and they may direct the Chief to place items on future agendas for further discussion or action.

The Chief highlighted the following items from his report:

- **The Chief stated that we recently made offers of employment to 4 people**

9) **Review, Discussion and possible Action to modify and/or approve the March 2021 Financial Reports and authorize the Chairman and Clerk to sign the *Certificate of Review*.**

Vice-Chairman Bauer motioned to approve the march 2021 financial reports and authorize the Chairman and Clerk to sign the *Certificate of Review*. Director Haffner seconded.

Motion carried unanimously, 3:0.

10) **Review, Discussion and possible Action to review and/or modify the Proposed FY22 Budget**

The Chief addressed the Board stating that a 2.5% raise across the board is included in the ERE budget for FY22. This will bump everyone up by one step, making our rates more competitive with industry standards. Chairman Castaneda suggested that further discussion be tabled until the May Board meeting when all Board members will be present. Vice-Chairman Bauer so moved. Director Haffner seconded. *Motion carried unanimously, 3:0.*

11) **Review, Discussion and possible Action to modify and/or approve the revised Financial Policy related to online payables**

To avoid time delays in addressing some of the expenditures which can be paid online, the Chief obtained direction from our auditors regarding the District's online payment policy. It has been suggested that verbiage could be inserted to allow certain routine expenditures such as ERE, fuel, utilities, VISAs, and others as appropriate, to be paid online with the prior approval of the Chief and then post issuance be reviewed and approved by a Board member. This policy change could include other non-routine expenditures up to \$2500. Vice-Chairman Bauer moved to modify and approve the financial policy related to online payables as outlined above. Director Haffner seconded. *Motion carried unanimously, 3:0.*

12) **Review, Discussion and possible Action to modify and/or approve Avra Valley Fire District Policy 2-09 Drug and Alcohol Testing**

Counsel Wencker addressed the Board stating that this change brings our District in line with current Federal regulations regarding a drug free workplace which is mandatory for many of the grant funds which we receive. We are not allowing the use of medical marijuana. Vice-Chairman Bauer motioned to approve Policy 2-09 Drug and Alcohol Testing. Director Haffner seconded. *Motion carried unanimously, 3:0.*

13) **Review, Discussion and possible Action to modify and/or approve Avra Valley Fire District Policy 2-07 Corrective Action Disciplinary Process**

Chief Delfs addressed the Board stating that currently our disciplinary policy is spread over three different policies. We are trying to solidify the policy with these changes by bringing all disciplinary actions in house. Counsel Wencker added that a verbal reprimand is now not subject to appeal. Furthermore, in the recent past, we have only hired an outside investigator once. There is nothing in this policy to prevent the District from hiring an outside investigator in extreme cases if it is warranted. Vice-Chairman Bauer motioned to approve Policy 2-07 Corrective Action Disciplinary Process. Director Haffner seconded. *Motion carried unanimously, 3:0.*

14) **Review, Discussion and possible Action to review/discuss and/or approve Avra Valley Fire District creating a Facebook page**

Director Bauer expressed the desire for the District to establish a Facebook page. Chairman Castaneda expressed concern about liability issues. Counsel Wencker addressed the Board stating that the major liability issue for a governmental entity to establish a Facebook page, is that it creates a public forum whereby the public would be able to exercise their First Amendment right to talk about the District on the page. The majority of litigation regarding government Facebook pages relates to censoring or blocking comments on the page. In most instances, the District would have no recourse against postings. Furthermore, the postings would have to be maintained as public records. Counsel Wencker mentioned that

it is acceptable to establish an information only page. Chairman Castaneda expressed concern about who will be responsible for monitoring and maintaining any social media. Further discussion ensued.

Chairman Castaneda motioned to not implement a Facebook page at this time. Director Haffner seconded. ***Motion carried, 2:1.***

15) **Reports of Board Members and Staff** **NONE**

16) **Future Agenda Items**

- **Finalize and adopt the *FY22 Proposed Budget* with a tax levy rate of \$3.50 and a Bond Levy Rate of \$.60 or as otherwise determined by the Board, and direct staff to post the *Proposed Budget* as required by law in preparation for final adoption at the June 24, 2021 Board meeting.**
- **Possible modifications and the extension of the terms of the Memorandum of Understanding between the Avra Valley Fire District and IAFF Local 4462**

17) **Date of Next Board Meeting** **May 27, 2021**

18) **Adjournment**

Vice-Chairman Bauer motioned to adjourn the meeting. Director Haffner seconded.

Motion carried unanimously, 3:0. Meeting adjourned at 5:09 PM.

Recording Off.

SIGNED

DATE

Board Members

Luis Castaneda, Jr. Sara Bauer Eric Neilson Thomas Armendarez James Haffner

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