



SUNSTITES-PEARCE FIRE DISTRICT

SERVING RESIDENTS OF THE SUNSITES-PEARCE FIRE DISTRICT,
AND NEIGHBORING COCHISE COUNTY

Mailing Address: PO Box 507, 105 TRACY ROAD PEARCE, AZ 85625

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Sunsites-Pearce Fire District Regular Meeting April 20, 2021

1. **Call to Order** - The meeting was called to order at 6:00 p.m. by Board Chair Lillian Reed.
2. **Roll Call**
 - A. **Attendance and Confirmation of Quorum** - Board Chair Lillian Reed, Board Member Joan Carlson and Board Member Laurin Richey were present. Board Chair Reed acknowledged that a quorum was met.
 - B. **Board Members Absent** – Board Clerk Camme Carlson-Watkins and Board Member Ralph Score were absent.
 - C. **Declarations of Conflicts of Interest** – No Board Member declared a conflict of interest.
3. **The Pledge of Allegiance** – Chief Allen Hershey led the attendees in the Pledge of Allegiance.
4. **Recognition of Guests** – None.
5. **Consent Agenda**
 - A. **Acceptance of the March Bank Statements.**
 - B. **Approval of Minutes** –
 - i. **March 16, 2021 Regular Meeting**

Following discussion, Board Member Richey moved to approve the consent agenda which is comprised of the March Bank Statements and Minutes from the March 16, 2021 Regular Meeting. Board Member Carlson seconded the motion.

Vote:
In favor – Board Chair Lillian Reed, Board Member Joan Carlson and Board Member Laurin Richey.
Opposed – none
Motion carried
6. **Call to Public** – None.
7. **Financial Report**
 - A **Review, discuss, and possible approval of the financials for March 2021.**

Following discussion, Board Member Carlson moved to approve the financial report for March 2021. Board Member Richey seconded the motion.

Vote:
In favor – Board Chair Lillian Reed, Board Member Joan Carlson and Board Member Laurin Richey.
Opposed – none
Motion carried

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- 8. Fire Chief's Report** - The Fire Chief's Report was presented by Fire Chief Allen Hershey. (See the attached Fire Chief's Report.)

9. New Business

A. Review, discuss and possible action to accept the resignation of Board Member Ralph

Score. Following discussion, Board Member Richey moved to accept the resignation of Board Member Ralph Score. Board Member Carlson seconded the motion. Board Chair Lillian Reed, on behalf of the board, would like to thank Board Member Score for his service on the Board.

Vote:

In favor – Board Chair Lillian Reed, Board Member Joan Carlson and Board Member Laurin Richey.

Opposed – none

Motion carried

B. Review, discuss and possible action to approve posting to fill the vacant Board Seat.

Following discussion, Board Member Carlson moved to approve posting to fill the vacant Board Seat, accepting letters of interest up to 5pm, May 17th. Board Member Richey seconded the motion.

Vote:

In favor – Board Chair Lillian Reed, Board Member Joan Carlson and Board Member Laurin Richey.

Opposed – none

Motion carried

C. Review, discuss and possible action to approve submission of the Ft. McDowell Grant.

Following discussion, Board Member Richey moved to approve the submission of the 100% funded Ft. McDowell Grant for up to \$29,000, for a UTV w/trailer. Board Member Carlson seconded the motion.

Vote:

In favor – Board Chair Lillian Reed, Board Member Joan Carlson and Board Member Laurin Richey.

Opposed – none

Motion carried

D. Review, discuss and possible action to approve the submission of the Legacy

Foundation Responsive Grant. Following discussion, Board Member Richey moved to approve the submission of the 100% funded Legacy Foundation Responsive Grant for up to \$5000 for replacement medical bags. Board Member Carlson seconded the motion.

Vote:

In favor – Board Chair Lillian Reed, Board Member Joan Carlson and Board Member Laurin Richey.

Opposed – none

Motion carried

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- E. Review, discuss and possible action to approve the donation of the Power Hawk Extrication Tools to Elfrida Fire District.** Following discussion, Board Member Richey moved to approve the donation of the Power Hawk Extrication Tools to Elfrida Fire District. Board Member Carlson seconded the motion.

Vote:

In favor – Board Chair Lillian Reed, Board Member Joan Carlson and Board Member Laurin Richey.

Opposed – none

Motion carried

- F. Review, discuss and possible action to approve revisions on the following policies.**

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| i. 301.1 Personnel File Requirements | vii. 301.7 Pregnancy Discrimination |
| ii. 301.2 Drug & Alcohol Testing | viii. 301.8 Anti retaliation |
| iii. 301.3 Physical Examinations | ix. 301.9 Violence/threats of Violence |
| iv. 301.4 Immigration Control Reform | x. 301.10 Fraternalization |
| v. 301.5 Employment at will | xi. 308.1 Corrective Action/Discipline. |
| vi. 301.6 Harassment/Sexual Harassment | xii. 309.1 Complaint/Appeal Process. |

Following discussion, Board Member Richey moved to accept the above policies 301.1 – 301.10, 308.1 and 309.1 as written and recommended by the Fire Chief and reviewed by the ad hoc committee, including all proposed revisions, updates, and deletions. Board Member Carlson seconded the motion.

Vote:

In favor – Board Chair Lillian Reed, Board Member Joan Carlson and Board Member Laurin Richey.

Opposed – none

Motion carried

10. Requests from board members for future agenda items.

- A. Review letters of interest in the Board vacancy.
- B. Additional Policies for review.

11. Adjournment. - Board Member Carlson moved to adjourn the meeting at 6:48 p.m. Board Member Richey seconded the motion.

Vote:

In favor – Board Chair Lillian Reed, Board Member Joan Carlson and Board Member Laurin Richey.

Opposed – none

Motion carried

Respectfully submitted,
Diane Allen